

**Barrington Place Homeowners Association, Inc.**  
**Board of Directors Meeting Minutes**  
**August 17, 2021**

**In attendance:**

	<b>Board Members</b>		<b>Management</b>		<b>Guests</b>
<b>X</b>	<b>Ken Langer, President</b>	<b>X</b>	<b>Angela Connell, MASC Austin Properties, Inc.</b>	<b>X</b>	<b>Officer Gary Reid, City of Sugar Land</b>
<b>X</b>	<b>James Lucas</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>X</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. 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. An increase in vehicle burglaries and school traffic issues were discussed.

**Call Business Meeting to Order:**

The Board appointed Mr. James Lucas to the vacant board position.

**Actions between Meetings:**

No action.

**Approve Minutes of Previous Meeting:**

The Board approved the minutes of the July 27, 2021, meeting.

**Committee Reports:**

- a. Crime Watch Committee – No report.
- b. Architectural Control Committee – The Board approved to establish terms for the appointed ACC members. The committee will consist of four (4) members and the terms will be three-year terms. The initial terms will be two (2) three-year terms, set to expire in 2024 and two (2) two-year terms, set to expire in 2023. TM and CA will serve the terms set to expire in 2024. KL and AL will serve the terms set to expire in 2023.
- c. Recreation Committee – No report.
- d. Beautification Committee –
  1. API reported the Yard of the Month contest was underway with winners chosen.

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**Treasurer's Report:**

- a. Cash Balances – 7/31/2021 \$657,305.70
- b. Delinquencies – 7/31/2021 98.65% collected.
- c. Review Financial Reports – API presented the monthly financial reports for Board review. API reported a meeting will be set up with Merrill Lynch and the Board to review cd strategy and signature card procedures.
- d. 2022 Budget & Assessments – The Board discussed the upcoming budget preparation.

**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 – Mr. Lockwood reported on two (2) upcoming meetings, one to show appreciation to the volunteers and the other meeting to report on the committee findings.
  3. TownSq App Implementation. API reported guidelines for the Owner Forum function were being updated for final review prior to implementation.
  4. API reported the quote for an additional 5 mil excess liability insurance and a flood policy was pending.
  5. 87<sup>th</sup> Legislative Changes - Adoption of Dedicatory Instruments – The Board approved the below policies and guidelines. Once the policies have been recorded, the management certificate will be updated and recorded. All recorded policies will be uploaded to the association website.
    - i. Architectural Control Committee Denial Letter and Appeal and Hearing Policy
    - ii. Bid Policy for Contracts for Services Over \$50,000.00
    - iii. Hearing Policy on Deed Restriction and Declaration Violations
    - iv. Revised ACC Guidelines effective 9-1-2021
    - v. Management Certificate
- c. Common Area Maintenance Report –
  1. API reported on the Alston Road fence project, stating the City of Sugar Land will not require an additional letter of agreement from all residents as previously requested. API also reported DCR Builders are working on securing the remaining easements per the survey results and have agreed to hold a meeting once finalized to discuss details and completion schedule for the project.
  2. No further information was presented for the entrance sign renovation at the Eldridge and West Belfort Entrances.
- d. Pool Report –
  1. 2021 Pool Season – API reported on the pool operations reporting on several concerns with the lifeguard schedule. The Board also reported on the ongoing efforts to determine the person or persons responsible for the messes being left in the pool restrooms. Ms. Lucille Kalu was present to address issues relating to the pool monitors.

2. API presented an updated Pool Project report. API reported the splashpad water usage was still being researched. Items being investigated included system leaks, pressure settings for water features, any other water source being fed by meter and average water use for similar size splashpads. It was determined the irrigation system was not being fed by the splashpad meter and that a possible leak under the slab had been detected. Any needed repairs were being scheduled. API reported the ongoing issues with the GFCI tripping at the splashpad was being inspected. It is recommended the breaker panel box may need replacement due to corrosion. API also reported the painted surface of the splashpad had been damaged by cleaning agents used by the pool monitors. JRD Construction will repaint the areas after the pool season. JRD Construction was also requested to investigate reported water accumulation on the lot next to the pool, to propose a canopy cover for the splashpad control area, and to install a trash receptacle or other concept over the utility box behind the diving area.
3. API reported a concern had been raised by Pools by Dallas regarding the size of the diving board and stand, stating the size was not in compliance with the standards and specifications for the diving well. API also presented correspondence from JRD Construction with their findings after inspection, establishing the diving board and stand was in compliance with the size specifications for the size diving well.
- e. Park Report – API reported the company contracted to install mulch at the playground that caused several severe ruts had installed some sand in the area but not satisfactorily. Payment will be held until they are able to complete the job.
- f. Clubhouse Report – No report.
- g. Newsletter/Website/Sign Report –API reported the website and message boards had been updated. The next edition will be October.

### **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
  1. The Board deferred review of the deed restriction report.
  2. The Board conducted a hearing with an owner relating to an acc denial. After discussion, the Board informed the owner a letter explaining the reason for the denial and specific information needed for resubmittal will be sent.

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

The next Board of Director's meeting is scheduled for Tuesday, September 21, 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