

Barrington Place Homeowners Association, Inc.
Board of Directors Meeting Minutes
October 20, 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. 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 September 15, 2020 meeting 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 event will be planned for Christmas.
- d. Beautification Committee –
 1. Mrs. Lynn Johnson reported on the upcoming Spooktacular decorating contest and reported the Christmas Decorating winners would be chosen the weekend of the 18th.
 2. API reported the Christmas lights were being installed and the electrician had inspected all entrances to ensure outlets were operable.

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Treasurer's Report:

- a. Cash Balances – 09/30/2020 \$745,406.71
- b. Delinquencies – 09/30/2020 96.88% collected.
- c. Review Financial Reports – API presented the monthly financial reports for Board review.
- d. 2021 Budget & Assessments – API reported the assessment billing had been mailed to all owners.

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 no further information was available at this time as the meeting had been cancelled this last month.
 3. TownSq App Implementation. API reported continued efforts to promote participation in the TownSq app.
 4. The Board discussed the annual meeting to be held November 17th. API presented the Nominating Committee Report reflecting Mr. Al Lockwood and Mr. Ken Langer as the only candidates for election. API reported the annual meeting notice was prepared and will be mailed to all owners.
 5. The Board approved to renew the Costco membership.
- 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.
 3. API presented correspondence from Certified Landscape and Maintenance providing notice of termination effective December 31, 2020. API reported proposals will be solicited for Board review.
- d. Pool Report –
 1. Lifeguard Contract Proposals – No report.
 2. Pool Monitors – No report.
 3. API presented an updated Pool Project stating the re-plaster work was in process and the shade structures had been installed. API also reported that due to Certified Landscapes resigning, a meeting would be scheduled with Kev-Lawn Services to propose the grading of the area between the clubhouse and pool, which will also include restoration of the irrigation system in that area.

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- e. Park Report – No report.
- f. Clubhouse Report – API presented a proposal to replace the small air conditioner. After discussion, the Board requested API to solicit proposals to replace both units, as the units are approximately 17 years old. The Board also requested a proposal to remove the smaller unit, connecting the duct work to the larger unit.
- g. Newsletter/Website/Sign Report – API reported the newsletter had been delivered. The Board discussed articles to be placed in the next newsletter. API reported the website and message boards had been updated. API 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 – 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, (15) 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, December 15, 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: _____

_____, President _____, Secretary