

Barrington Place Homeowners Association, Inc.
Board of Directors Meeting Minutes
July 18, 2017

In attendance:

	Board Members		Management		Guests
X	Phil Rippenhagen, President	X	Angela Connell	X	Officer Eric Babnew, 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.

Call Open Forum to Order:

Officer Eric Babnew was present to report on the months patrol activity and to hear concerns from the residents. A resident was present to request assistance with the City of Sugar Land public works department in regards to a sinkhole in his yard left after repairs by the City. The Board provided him contact information.

Call Business Meeting to Order:

Actions between Meetings:

No action taken.

Approve Minutes of Previous Meeting:

The minutes of the June 20, 2017 meeting were approved as written.

Committee Reports:

- a. Crime Watch Committee – No report.
- b. Architectural Control Committee – No report.
- c. Recreation Committee – API reported the scheduled August 17, 2017 Sugar Land Skeeters night for Barrington Place had been announced in the Banner. The Board discussed the National Night Out scheduled for October 3, 2017.
- d. Beautification Committee –
 1. API reported that the yard of the month winners were being selected and letters mailed along with gift cards.
- e. Communication Committee – No report.

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Treasurer's Report:

- a. Cash Balances – 6/30/2017 \$687,649.13
- b. Delinquencies – 6/30/2017 98.03% collected
- c. Review Financial Reports – No report.
- d. 2016 Audit/Tax Return – API reported the 2016 tax return was being corrected and will be available for signature at the next meeting.

Management Report:

- a. Correspondence received by Association, Directors, Management -
- b. Association Business and Operations –
 1. API reported that the Walmart grocery store located on West Airport opened as scheduled on July 12, 2017. No concerns had been reported nor communication from the store management or City of Sugar Land.
 2. Al Lockwood reported that there had been three additional incidents of loud music reported from Alpha & Omega Ministries.
- c. Common Area Maintenance Report –
 1. API reported that a meeting was held with Mr. Ken Langer and the City of Sugar Land regarding the renewal of the ROW landscape and irrigation reimbursement contracts at which time establishing future rights and responsibilities for improvements and maintenance of the areas where the association signs and lights are located at the West Belfort/Barrington Place Drive entrance was discussed. It was reported that the cost per square feet was decreased by the City for the reimbursement. The areas covered under the contract were also reviewed and the square footage was being recalculated for proper reimbursement amounts. The City advised that the Association could choose to opt out of the reimbursement program, however, the City would not maintain the areas in the same manner (no seasonal color). The Board approved to continue maintaining the areas and receive reimbursement by the City at the decreased rate. API also reported the ROW department would advise, after reviewing with the Legal department, options available to the association regarding the renovations and maintenance of the West Belfort/Barrington Place Drive entrance.
 2. API reported that the West Airport bulletin sign light work order had been made. Green Earth reported that the sign had settled and needed to be leveled to prevent dirt and ants from getting into the sign. API will have the sign inspected and a proposal submitted. The Board discussed the possibility of upgrading the signs to LED signs to allow more flexibility with design and messaging options.

3. The Board reviewed a combined landscape contract submitted by Green Earth which would provide services to mow/seasonal color/mulch/irrigation. After review, the Board requested API to schedule a meeting with both the maintenance company and the seasonal color companies to re-establish responsibilities, schedules, and communication.
- d. Pool Report –
1. Lifeguard Contract – Trident Aquatics was present to address pool concerns. Enforcement of the no flotation devices was again discussed. It was confirmed that the lifeguards would have discretion to allow the floats depending on their ability to properly supervise the pool. The number of guests in the pool and the size of the flotation device will be considered in their decision. The Board agreed that no oversized floats (doughnuts, swans, pizza slices) would be allowed in the pool at any time. Other concerns discussed included two 2 incidents the pool was not opened on time due to the guards being tardy, the pool being improperly closed for chemical maintenance, and the weather policy.
 2. Pool Monitors – Lucille Kalu was present to address concerns with the pool monitors.
 3. API reported additional information was requested for the proposed draining and sidewalk improvements submitted by JR D Construction for the low area between the pool and clubhouse.
- e. Park Report –
1. API reported the painting of the metal frame of the playground equipment had been completed. API reported the faded red platforms were rubber-coated and painting was not an option. The Board agreed to leave them as is until they required replacing.
 2. API reported the mulch had been installed at the playground.
- f. Clubhouse Report –
1. API reported the rental checklist to be left in the clubhouse prior to each rental as a reminder of responsibilities was being added to the process.
 2. API reported the pressure washing and striping of the parking areas at the clubhouse and pool were completed. A scheduling error occurred during the holiday but all areas had been reinspected and confirmed complete and satisfactory.
 3. The Board approved to have four (4) more sound panels covered and installed on the ceiling of the main room and foyer and to have all others permanently installed in the locations selected.

Executive Session

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

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- a. Collections
 - 1. Enforcement Action – None.
- b. Deed Restriction Report –
 - 1. Enforcement Action – None.

Set Date, Time and Agenda of Next Meeting/Adjournment

The next Board of Director’s meeting is scheduled for Tuesday, August 15, 2017 at 7:00 P.M. at the clubhouse located at 13318 Rosstown, Sugar Land, TX 77478.

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