

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC. HELD
ON July 22, 2020, AT 6:00 PM, ON ZOOM TELECONFERENCE**

DIRECTORS PRESENT:

Mary Matthews, President
Barbara Smith, Vice President
Bruce Roloff, Treasurer
Paul Cox, Director
Russell Hildebrand, Director

DIRECTORS ABSENT

IN ATTENDANCE:

Three (3) homeowners James Fryfogle, Bob Jackson and Greg DiCioccio
Shannon Lewis represented the Managing Agent, PMG Houston.

OWNER FORUM

Bob Jackson discussed Security and response times
Greg DiCioccio commented on the violation letters that had been sent out. He commended the Board on their work and noted the things are improving because it.

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:20 PM by Mrs. Matthews. The Managing Agent assisted in recording the meeting minutes.

CONTRACT DEPUTY REPORT-SGT. STRAIN

Sgt. Strain reported:

- Seventeen (17) Alarm calls
- Eleven (11) suspicious persons
- One Hundred Six (106) other calls
- A review was given of response times

PUD DISTRICT REPORT- Greg DiCioccio, PUD Board President

Mr. Dicioccio reported:

The sewer rehabilitation of Section 3 is being finished up.

The PUD will soon have work started on the rehab of their water plant and tower on Herts Rd.

The work will include the cleaning and repainting of the water tower.

CONSIDERATION OF THE MINUTES:

On a motion duly made, the minutes of the Board Meeting held June 24, 2020, were approved.

MONARCH LANDSCAPE:

Patrick Walker with Monarch, our new landscaper contractors as of August 1st, was on the call to say hello and discussed an upcoming meeting next Tuesday with the Board and Bella Terra handover. Amy Fontana will be our account rep overseeing Monarchs work for us in Champion Forest.

COMMITTEE AND COMMUNITY REPORTS:

Grounds and Maintenance Report – Warren Campbell and Barb Smith

Barb thanked Warren of Bella Terra, who's contract ends 31st July for their work for CFF. The Champion Forest in Bloom (a CF Garden Club program) donated trees need to be discussed and how this will be handled in the future if the donated trees fail to thrive. There is no written agreement to this program and one is needed. Two of the donated trees need to be replaced now. Barb and Russel will work on a Tree Policy.

Architectural Report/Outstanding ACC-Management - Bruce Roloff:

Mr. Roloff reported in June there were three new applications. One regarding a fence line – building line, requires further discussion by the ACC.

Champion Forest Safety & Security – Mary Matthews, Kim Benton, and Michelle Cloninger:

Radar Speed sign permitting is being sort from the county.

Flock Safety LPR camera project is still being worked on by Mary. There are permissions required for 11 sites for placements. The cameras cannot be placed on county property. Russ is assisting Mary with securing placement permissions.

Kim and Michelle of Flock Safety joined the call and answered questions. Monitoring the cameras is not be done by Flock, the Board needs to decide how to manage that data.

Website & Community Liaison Update - Mary Matthews:

Website and TownSq updates are reviewed at least twice a week.

Mary has added the new trash company 'Texas Pride Disposal' information to the website and updated the community via all available channels. Monarch will be introduced as our new landscapers on August 1st via the website and along with our August Updates eBlasts.

MANAGEMENT REPORT:

Financial Statement Review Ending May 31, 2020:

The operating account had \$660,939.09 and the reserve account had \$279,107.28.

Deed Restriction Enforcement:

During the month of June, there were 117 violations noted. Violations included but not limited to exterior maintenance & repair, exterior cleaning of the home, maintaining yards, pools and unpermitted vehicles in sight. The Board has reported several yards and pools to the Health Dept for citation.

Barb stated that the Northcutt AC wall unit is not an AC unit but a wall unit for heat and AC that was built in on some older homes and there are a few remaining in the older parts of the subdivision. She will compile a list of property addresses with these units as the Board agreed to grandfather them in and they should not be cited as violations.

SCHEDULING OF NEXT MEETING:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for August 26, 2020 at 6:00 PM.

ADJOURN TO EXECUTIVE SESSION

The Board adjourned to executive session to discuss legal reports, and accounts receivable.

RECONVENE IN OPEN SESSION

Delinquencies:

- The Board discussed the delinquencies, follow up reminders will be sent on July 6th.
- The late charges on assessments were discussed. Mary will send an email asking the Board to approve a policy for PMG to follow regarding 2020 late fees for homeowners who always pay on time but failed to pay on time this year.

Landscape contract:

- The Board has chosen Monarch Landscape to take over the landscaping contract as of August 1, 2020.

Legal:

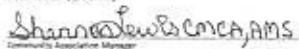
- The Board will put together a formal handbook with their interpretation of the deed restrictions – Russ Hildebrand will chair this effort.
- A request was put forward and discussed regarding the exterior cleanup of a recently foreclosed upon and vacated property on Ashridge Park. Bank owner to be notified of requested forced mow and clean-up.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8: P.M.

Respectfully submitted:

Reviewed & Approved by:


Community Association Manager

Recording Secretary

Approved as Correct: 26th Aug 2020 Date


Director
MARY MATTHEWS - PRESIDENT