

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.
HELD ON March 24th, 2021 AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

Mary Matthews, President
Russell Hildebrand, Vice President
Bruce Roloff, Treasurer
Kevin Jones, Director

DIRECTOR ABSENT:

Paul Cox, Director

IN ATTENDANCE:

Two (2) homeowners Macie Steed and Greg DiCioccio.
Also present were Amy Fontana with Monarch Landscape Management and Sgt. David Mathieu, Precinct 4 Constables Office.
Shannon Lewis represented the Managing Agent, PMG Houston.

OWNER FORUM:

Greg DiCioccio commented that the Flock Safety cameras installation is a great asset to the subdivision

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:04 PM by Mrs. Matthews. The Managing Agent assisted in recording the meeting minutes.

CONTRACT DEPUTY REPORT- Sgt David Math:

Sgt. Mathieu gave a brief report of the constables work in the previous month:

- Theft of habitation – suspect stole property from within a residence, while an accomplice distracted the homeowner.
- Family Disturbance – suspect assaulted complainant with a vehicle
- Flock Safety camera data is being used by the precinct and there has already been two ‘hot tag’ hits in the district area.

PUD DISTRICT REPORT- Greg DiCioccio, PUD Board President

Mr. DiCioccio reported:

- Upgrade of emergency generator and raised platform at water plant #2 is in progress.
- Water rates will increase by \$0.40 per 1000 gal in April 2021, due to increase by the NHCRWA
- Discussions are ongoing with HCFCD and a Golf Club development group re the PUD land.
- The PUD will be adding signage on the PUD land to notify users of the park rules and stem the illegal use of motorized vehicles

CONSIDERATION OF THE MINUTES:

On a motion duly made, the minutes of the Board Meeting of January 27, 2021 were approved.

COMMITTEE AND COMMUNITY REPORTS:

Grounds and Maintenance Report – Amy Fontana, Monarch Landscape Management

- Post freeze clean up repairs are nearly completed
- Irrigation system has been checked and repairs are being completed at Monarch’s expense.
- Good signs of plant regrowth are occurring, and Amy is hopeful that most of our plantings will make a comeback. Some plantings are on the watch and wait list and may need replacing.

Architectural Control Committee - Bruce Roloff:

Mr. Roloff reported that 2 or 3 new ACC approval applications are received per week.

- There are two unapproved structures at this time, the committee is working for amicable resolution of the issues with the homeowners.

Champion Forest Safety & Security – Mary Matthews

- Flock Safety ALPR camera installations were completed mid-March residents were update via the website and electronic mail outs. 'SafeList' is now available for residents to register their vehicles.
- The constables have had training on using the system and are utilizing the data
- Mike Parsons, President of the Estates at Windrush is the new Constable Contract lead liaison for the district and will liaise with districts HOA Security Leads and the Precinct

Website & Community Liaison Update - Mary Matthews:

- The HOA signboard letters are to be stored at the PUD Building. They will be in a locked room, with access available to the HOA and PUD Boards and the Women's Club volunteers for sign postings.
- New homeowner packets are being created to include useful information for new property owners including; the history of Champion Forest, district services including trash services, HOA contacts, and a copy of the Women's Club Magazine for social group news. Mrs. Matthews will co-ordinate
- Coffee and Cars was suggested – Brill parking lot on a Saturday morning – tabled for a later date
- July 4th Parade – tabled until April meeting due to COVID concerns.

MANAGEMENT REPORT:

Financial Statements Review Ending January 31, 2021, and February 28, 2021:

- The operating account balance at the end of February was \$801,917.23 and the reserve account balance was \$367,215.74. Delinquencies outstanding total \$128,018.61, this reflects a significant reduction compared to 2020

Deed Restriction Enforcement:

- During the month of February, there were 108 violations noted
- Violations included but not limited to exterior maintenance and repair, exterior cleaning of the home, maintaining yards, pools, fences, unpermitted vehicles and unpermitted signage
- Mrs. Matthews has been working with PMG on ensuring that violation notifications consistent, accurate and understandable
- Full color photos are viewable by the homeowner on their TownSq account
- Violations are not being written for plant and tree conditions at this time due to the freeze

LEGAL ACTIONS:

- None at this time

SCHEDULING OF NEXT MEETING:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for April 28, 2021 at 6:00 PM via Zoom

ADJOURN TO EXECUTIVE SESSION

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

RECONVENED IN OPEN SESSION

Delinquencies:

The Board discussed the delinquency resolutions. Mrs. Matthews continues to oversee this effort reviewing accounts details for accuracy and making the mailouts.

Delinquencies are declining and through consistent effort and attorney assistance where needed, they continue to be resolved.

In April the 209 letters will be sent as per our collection policy.

Legal:

- The Board will put together a formal handbook with their interpretation of the deed restrictions – Mr. Hildebrand will chair this effort.
- The Board will draft and resolve a Donation Policy to ensure that any donations to the Fund/HOA are approved by the Board and with specific understandings of ongoing responsibilities to ensure the Board does not obligate the Fund's assets or favor to donors.
- Flock safety Usage Policy to be drafted. Mr. Hildebrand will draft a policy for Board agreement.

Deed Restrictions:

- There are two unapproved structures in the Community. Both were sent letters and the Board is working on resolutions.
- There is a basketball goal outside a homeowners' fence line alongside community and trash discarded behind CVS. The owner has been sent a letter and Mrs. Matthews will contact the county and landowner for removal of both.
- A leased property in the subdivision is operating a business from the premises and the matter has been escalated via our attorney.

Proposals:

The Board approved the purchase of a gift for a departing Board member, total cost \$200

2020 Audit Draft was approved

2021 Mosquito Control Contract with Cypress Creek Pest Control for weekly spraying from April 1st to October 31st was approved by the Board

ADJOURNMENT:


There being no further business, the meeting was adjourned at 7:04 PM

Respectfully submitted:

Recording Secretary _____

Approved as Correct:

APRIL 28th 2021 Date



Mary Matthews - PRESIDENT. Director