

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.
HELD ON April 28th, 2021 AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

IN ATTENDANCE:

Two (2) homeowners Bob Jackson and Greg DiCioccio.

Also present were Amy Fontana of Monarch Landscape Management and Sgt. David Mathieu of Precinct 4 Constables Office.

Shannon Lewis represented the Managing Agent, PMG Houston.

OWNER FORUM:

Greg DiCioccio commended the HOA for doing a great job. He has noticed people cleaning up and beautifying their property and, he sees continuing improvement across 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 6:01 PM by Mrs. Matthews. The Managing Agent assisted in recording the meeting minutes.

CONSIDERATION OF THE MINUTES:

On a motion duly made, the minutes of the Board Meeting of March 24, 2021 were approved.

COMMITTEE AND COMMUNITY REPORTS:

CONTRACT DEPUTY REPORT- Sgt David Mathieu

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

- Theft of vehicle – unknown suspect made entry to and stole a vehicle
- Flock Safety camera data is being used by the precinct to help solve cases
- With the help of resident reports the issue of unlicensed vehicles on the roads, in the flood control channels and PUD Park area is being curtailed. Mrs. Matthews petitioned the HC Flood Control District to add more trespassing signs near the access points to the land, and Flood Control have agreed to do so.
- Deputies conducted 54 contract checks, 9 PUD building checks, and 28 business checks

PUD DISTRICT REPORT- Greg DiCioccio, PUD Board President

Mr. DiCioccio reported:

- Raveneaux land discussions continue, updates are released at PUD meetings
- Water rates increased by \$0.35 per 1000 gal in April 2021, due to increase of fee by NHCRWA
- Water plant 2 new emergency generator is in its place and the site work is nearly complete
- The PUD is getting bids for the freeze damaged oleander tree removal on the PUD building site, they plan on replacing the treed area with grass

Grounds and Maintenance Report – Amy Fontana, Monarch Landscape Management

- Post freeze clean up and irrigation repairs are complete
- 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.
- They will be raising the canopies of the trees soon
- Spring color has been installed along with fresh mulch
- Monarch submitted three proposals for requested or urgent work

Architectural Control Committee - Bruce Roloff:

Mr. Roloff reported that there were 15 applications last month

- 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 Forest' Women's Club Magazine for social group news. Mrs. Matthews will co-ordinate
- Events: July 4th Parade or porch decorating – will continue to discuss at May meeting

MANAGEMENT REPORT:

Financial Statements Review Ending March 31, 2021

- The operating account balance at the end of February was \$804,167.64 and the reserve account balance was \$376,743.48. Delinquencies outstanding total \$120,496.57, this reflects a significant reduction compared to 2020

Deed Restriction Enforcement:

- During the month of April, there were 99 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 are consistent, accurate, understandable and that follow up is completed
- Full color photos of violations are viewable by the homeowners on their TownSq account
- May: violations will be written for post freeze plant and tree conditions that are still outstanding

LEGAL ACTIONS:

- The Board voted on the authorization for lawsuits and judicial foreclosures on 10 accounts below
 1. 472-9015 – motion approved to file
 2. 472-8537 – motion approved to file
 3. 472-8113 – motion approved to file
 4. 472-7062 – hold
 5. 472-5080 – motion approved to file
 6. 472-4997 – motion approved to file
 7. 472-1796 – hold
 8. 472-0564 – motion approved to file
 9. 471-9957 – motion approved to file
 10. 471-5993 – motion approved to file
- Eight were approved and two were put on hold pending investigation due to returned mail issues indicating that the property owners may not be receiving our communications

SCHEDULING OF NEXT MEETING:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for May 26, 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 and May certified 209 letters will be sent as per our collection policy and outstanding cases will be passed to our attorneys for collection

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.

Proposals:

- The Board approved a proposal from Monarch for Stornoway Island irrigation repairs \$975
- The Board approved a proposal from Monarch for replacing trees and shrubs for \$2,160.00
- The Board approved a proposal from Monarch for urgently needed irrigation repairs \$1,127

HOA Signboard Utilization:

- The Board discussed, agreed and voted that due to lack of compliance with HOA content directive, Mrs. Matthews to send an email informing the CFWC that the Board is discussing rescinding the 2019 agreement of signboard content delegation of 'operation' to the CFWC

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:02 PM

Respectfully submitted:

Reviewed & Approved by:

Shannon Lewis CMCA, AMS
Community Association Manager

Recording Secretary _____

Approved as Correct:

May 26th 2021 Date

[Signature] Director