

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.
HELD ON JUNE 23rd, 2021, AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

IN ATTENDANCE:

Greg DiCioccio, Ron Kurtz, George Merrill and Karen Donelson and Kathleen Castro of CFWC
Also, present were Amy Fontana with Monarch Landscape Management
Lt. Cohen, Precinct 4 Constables Office.
Shannon Lewis represented the Managing Agent, PMG Houston.

OWNER FORUM:

There were no owners' comments

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:03 PM by Mrs. Matthews. The Managing Agent assisted in recording the meeting minutes.

CONTRACT DEPUTY REPORT- Lt. Cohen:

Lt. Cohen gave a brief report of the constables work in the previous month:

- Twenty-two alarm calls
- Eight suspicious vehicle calls
- Deputies conducted 105 contractual checks, 17 PUD building checks, and 36 business checks
- Sgt. Mathieu is utilizing Flock camera data

PUD DISTRICT REPORT- Greg DiCioccio, PUD Board President

Mr. DiCioccio reported:

- Emergency Generator work at water plant #2 is almost complete
- Bella Terra has cleaned up the freeze damaged shrubbery around the PUD building as requested

CONSIDERATION OF THE MINUTES:

On a motion duly made, the minutes of the Board Meeting of May 26, 2021, were approved.

COMMITTEE AND COMMUNITY REPORTS:

Grounds and Maintenance Report – Amy Fontana, Monarch Landscape Management

- Freeze damaged cutbacks are 95% complete
- Irrigation inspections are complete
- Proposal for irrigation repairs - \$6,372.07
- Proposal for Manningtree and Herts re-plantings - \$982.93
- The County is requiring that our throughfare esplanade tree canopy be raised to 18 feet, the county will do the work but asked if we would prefer to have an arborist do the job
 - Mrs. Montana to prepare a proposal for trimming the trees along our Champion Forest Drive and Cypresswood Drive throughfares, and the Board will consider the options

Architectural Control Committee – Bruce Roloff:

- Mr. Roloff reported that there were 12 ACC applications and approvals for June
- Mr. Roloff will send more detailed approvals and denials for our records, as required by new legislation

Wall Committee – Russ Hildebrand:

- Masonry Solutions will be onsite tomorrow to walk the property and evaluate the walls with the Wall Committee
- Mr. Hildebrand will also meet with two owners who have concerns about walls that are showing signs of damage near their properties

Website & Community Liaison Update - Mary Matthews:

- Mrs. Matthews has been cleaning up the HOA website, removing old items and updating links. There is now one consolidated page for all Community Organizations within Champion Forest subdivision streamlining listings and ensuring equitable treatment of all the organizations

Flock Cameras:

- Camera #7 at Landau Park having issues due to lack of solar energy collection and may have to be moved. Mrs. Matthews is working with the Flock tech team to find an alternative solution

Woman's Club – President Karen Donelson:

- Mrs. Donelson addressed the Board and discussed the July 4th Parade, and National Night Out events. The Women's Club questioned if they had event coverage under the umbrella liability of the HOA's insurance policy. They do not as the HOA's Insurance Policy covers the HOA Board, it's employees and volunteer committees along with the HOA community property. It does not cover other community organizations or clubs and the Women's Club were advised to purchase their own liability coverage.

MANAGEMENT REPORT:

Financial Statements Review Ending May 31, 2021

- The operating account balance at the end of May was \$754,076.54 and the reserve account balance was \$395,790.64. Delinquencies outstanding total \$114,021.9, this reflects a significant reduction compared to 2020

Deed Restriction Enforcement:

- During the month of May, there were 125 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 and accurate, and that violations are clearly defined
- Full color photos are viewable by the homeowner on their TownSq account

LEGAL ACTIONS:

- The Board reviewed and approved two previously considered lawsuits. See below.

SCHEDULING OF NEXT MEETING:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for July 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

Board Hearing:

- Homeowner of account 4717470 discussed the letter he received regarding a pet off-leash. It was explained by Mrs. Matthews that this is a Harris County Leash Law for all pets.
- He also commented about the mosquito situation and was informed that we have added an extra spray treatment each week in order to try and help control the mosquitos

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 June the unpaid accounts were sent to the attorneys' office for collections

Legal:

- The Board will compile 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.
- Legal discussion with Drew Weitzel from Holt & Young today regarding a few accounts. All agreed to counter off at 90% of total recoverable and expedited payment schedule
- The Board agreed two lawsuits, 4727062 and 4721796 be approved and sent to attorney for collections

Proposals:

- The Board approved a proposal from Monarch for irrigation repairs - \$6,372.07
- The Board approved a proposal from Monarch for replacing plants at Manningtree and Herts for \$982.93. Mrs. Matthews was also approved as signatory with regard to any needed irrigation costs at the site

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:55 PM

Respectfully submitted:

Recording Secretary _____

Approved as Correct:

28th July, 2021 Date  Mary Matthews Director