

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.
HELD ON JANUARY 26th, 2022 AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

In Attendance:

Homeowners: Greg DiCioccio, Myron Shemek, George and Susan El Kaseeh, Romiro Cantu, Mike Dodson, Sgt. David Mathieu of Precinct 4 Constables Office
Shannon Lewis represented the Managing Agent, PMG Houston

Owner Forum:

Mr. Dodson discussed the ongoing concerns with an overabundance of feral cats.
Mrs. Matthews has posted information with links on the website under Safety and Security regarding the feral cats.

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:17 PM by Mrs. Matthews. The Managing Agent assisted in recording the meeting minutes.

Contract Deputy Report - Sgt. David Mathieu

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

- Four burglaries of motor vehicles in December. All vehicles involved were unlocked
- Package and property theft being followed up with Flock data

Cypress Forest Pud Report - Greg DiCioccio: Board President

Mr. DiCioccio gave a brief report

- Rehab and painting work at water plant #1 tower will begin soon
- The next water bill will include a flier regarding the trash and recycling
- The PUD parkland is undergoing routine cleanup including trimming trees and removing some damaged trees
- Phase 2 of the demolition on the former country club site will begin in February including the removal of the pool, pool house, tennis courts and storage buildings
- There will be no increase of the NHCRWA surface water authority fee this year
- Discussions are ongoing with HCFCFCD regarding the PUD land

Consideration of the Minutes:

On a motion duly made, the minutes of the Board Meeting of December 8, 2021, were approved

COMMITTEE AND COMMUNITY REPORTS:

Grounds and Maintenance Report – Amy Fontana was not able to join.

- Mrs. Matthews advised that Mrs. Fontana has formulated a three-year plan for the subdivision. The landscape committee will review and work through the plan bringing proposals to the board

Architectural Control Committee – Bruce Roloff:

- Mr. Roloff reported that there were 11 ACC applications since the last meeting
- Mr. Roloff and Mrs. Matthews are meeting with the proposed replacement Architectural Control Committee members and begin the required handover of the role

Wall Committee – Russ Hildebrand and Myron Shemek:

- Mr. Shemek of the Wall Committee met with a second foundation specialist to review the wall at Dry Gully in Section 10. The foundation is deemed safe, but it is recommended that soil be backfilled against the foundation to aid stability. Mrs. Matthews will approach HCFCFCD regarding the work in Dry Gully
- The wall repairs in Section 7 are complete, light foliage needs to be addressed with Bank building owners
- An arborist services are required to assess the vegetation near the walls and possible tree removals
- In Section 10 there are two or three trees that need to be removed
- Harrow Lane wall tree root issue is a top priority for repairs
- Once wall repairs are completed, rehabilitation of the irrigation and garden beds on CF Drive can begin

Website & Community Liaison Update - Mary Matthews:

- Mrs. Matthews announced that the sign boards will be updated tomorrow (27th January) for February, including the Annual Meeting posting
- Signboard Upgrade: The Board discussed and approved for Mr. Hildebrand to send out requests for proposals not to exceed \$30,000 in total for the replacement of all four (4) subdivision signboards. Mr. Hildebrand will investigate options and report back to the board by late February

Flock Cameras – Mary Matthews:

- Mrs. Matthews and Security Liaison Lead, Mr. Mike Parsons of Estates at Windrush, continue to follow up with the Precinct on utilization of Flock data

MANAGEMENT REPORT:

Financial Statements Review Ending November 30, 2021

- The operating account balance at the end of November was \$666,758.70 and the reserve account balance was \$477,958.16. Delinquencies outstanding total \$110,857.52

Deed Restriction Enforcement:

- During the month of November, there were 198 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
- The Board requested that PMG pause citations for driveways and pine needles on roofs for the next month or two and review in the spring
- Full color photos are viewable by the homeowner on their TownSq account
- Residents can contact PMG via TownSq, phone or email with Board follow up if required

Legal Actions:

- 472-6788 for delinquency – Lawsuit approved unanimously
- 473-8116 for delinquency – Lawsuit approved unanimously
- 471-8903 for delinquency – Lawsuit approved unanimously
- 472-4968 for delinquency – Lawsuit approved unanimously
- 472-2944 for delinquency – Lawsuit approved unanimously
- 471-9957 for delinquency foreclosure – Lawsuit approved unanimously with the stipulation that owner pay all fees associated with suit.
- 472-7774 discussion with owners in executive session

Scheduling Of Next Meeting:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for February 23, 2022, at 6:00 PM via Zoom

Annual Meeting:

- The Annual meeting is scheduled for February 7th, 2022, at 7 pm via Zoom
- Digital election voting using TownSq was approved by the Board, email and paper proxy votes will also be accepted
- Announcements will be made on the website, signboards and via TownSq and Connect email

ADJOURN TO EXECUTIVE SESSION

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

RECONVENED IN OPEN SESSION

Board Hearing:

A/c # 472-7774

Homeowner stated that she had spoken to Ex Board Member Ms. Smith several times about the discolorations on the home. She stated that Ms. Smith told her that this was fine. She stated that the roof is old and needs to be replaced but they cannot afford this right now; it is the runoff from the roof causes the dark discoloration build ups. They agree to clean it as often as needed to remedy the violation. They agree to send a check to the attorney’s office to cover the incurred legal fees.

The Board will keep on monitor to ensure that the violation is remedied. The Board also instructed the homeowners to contact PMG directly and leave a message, if need be, should any other issues arise.

Delinquencies:

- The final payment for property account 472-0438 was made on December 30th. \$8,624.18 was written off to bad debt.
- The Board discussed the delinquency resolutions.
Unpaid accounts are with the attorney’s office for collections and cases are being monitored.
- We are seeing more foreclosures closing due to the end of the CARES Act and are subsequently having to write off bad debt.

Policies:

- A new Management Certificate had been drafted, approved, and filed. Mrs. Matthews has filed it with the Texas Real Estate Commission as require by law

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:40 PM

Respectfully submitted: Recording Secretary _____

Approved as Correct:

2/23/2022 Date

 Mary Matthews Director