

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.  
HELD ON August 24, 2022 AT 6:00 PM, Via ZOOM TELECONFERENCE

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DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

Bruce Roloff, Treasurer

In Attendance:

Homeowners: Macie Steed, Greg Dicioccio, Jarrett Crockett  
Sgt. David Mathieu of Precinct 4 Constables Office  
Shannon Lewis represented the Managing Agent, PMG Houston

Owner Forum:

Mr. Crockett introduced himself as a new resident and asked if there was a clubhouse in the community

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:07 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:

- Three runaways all were returned home safely
- There were 136 contract check, and 28 tickets issued
- Flock data is being searched where incidences involving vehicles are reported

Cypress Forest Pud Report – Greg DiCioccio

Mr. DiCioccio gave a brief report:

- Trash service has not improved, and the PUD will put the contract out for bid in the next month or two
- No update on the proposed Louetta Rd apartment development abutting Chasemore Dr and Estates at Windrush
- Drought restrictions – no current updates

Consideration of the Minutes:

On a motion duly made, the minutes of the Board Meeting of July 27, 2022, were approved

**COMMITTEE AND COMMUNITY REPORTS:**

Grounds and Maintenance Report – Amy Fontana

- Mrs. Fontana advised that the water meters at Kimstone and Redchurch entrances have been installed. The required irrigation for the planting beds has also been installed
- Plantings at Kimstone and Redchurch will begin in about a month when the weather cools
- Irrigation repairs have been completed across the subdivision
- The redesign proposal renderings for Champion Dr at Louetta Esplanade are not yet complete but will be soon. Mrs. Fontana recommended an onsite review

#### Architectural Control Committee – Macie Steed

- Mrs. Steed reported that there were 13 ACC applications submitted since the last meeting
- Eight have been approved
- Five are pending due to not having all of the required information
- One has been denied
- Mr. Blum has suggested using Google Forms as a replacement for our online ACC application. Mrs. Matthews will work with him on the design, security and installation aspects before seeking Board Approval

#### Wall Committee – Mary Matthews and Russ Hildebrand

- The two wall surrounds the CenterPoint needed removing have been taken down, the utility poles replaced, and the wall repaired by Masonry Solutions

#### Signboards – Russ Hildebrand and Macie Steed

- Mr. Hildebrand is awaiting a proposal from Baker Signs to upgrade existing signs
- Mrs. Steed requested that the Board investigate the cost and practicality of doing some minor cosmetic renovations and lock replacements. She also said that to make posting more effective some extra characters and letters are required, she will formulate a request list

#### Website & Community Liaison Update – Mary Matthews

- Mrs. Matthews has worked with our Constables to compose bios which will be published in the October edition of the CFWC 'the Forest' magazine and via our HOA email and TownSq channels

#### 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
- Deputy Mathieu said that the cameras had been used to help identify a vehicle that followed a lady from the bank to her home

### ***MANAGEMENT REPORT:***

#### Financial Statements Review Ending July 31, 2022

- The operating account balance at the end of July was \$810,878.82 and the reserve account balance was \$448,432.62. Delinquencies outstanding total \$116,672.98

#### Deed Restriction Enforcement:

- During the month of August, there were 145 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
- Violations for lawns and power washing have been placed on hold due to draught
- 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
- September inspection will include lawns and dead trees and tree limbs

#### Legal Actions:

- There were no legal actions to discuss

Proposals: Mary Matthews

- A proposal for new street light pole on Oxted at Chipstead for safety, was unanimously approved. Installation cost of \$1,070
- Holt Tollett legal services engagement letter was unanimously approved
- A Monarch proposal for an Irrigation on Champion Forest Dr at Domer esplanade was approved for \$567.13
- A Monarch proposal ground damage repair for a Champion Forest Dr esplanade was approved for \$153.77

Scheduling Of Next Meeting:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for September 28, 2022, 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

DR Violations:

- The Board discussed three longstanding property issues and the steps taken and stage of resolution
- September citation focus – lawns, dead trees and tree limbs that need removing

Delinquencies:

- The Board discussed the delinquency resolutions


Adjournment:

There being no further business, the meeting was adjourned at 7:28 PM

Respectfully submitted:          Recording Secretary \_\_\_\_\_

Approved as Correct:

28th September 2022 Date

 Mary Matthews Director