

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.
HELD ON September 28, 2022, AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

Bruce Roloff, Treasurer

In Attendance:

Homeowners: Greg DiCioccio, Jarrett & Terin Crockett
Sgt. David Mathieu of Precinct 4 Constables Office
Shannon Lewis represented the Managing Agent, PMG Houston

Owner Forum:

No owner comment

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:11 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

- One assault where Flock camera data was used to help identify a vehicle who had followed a lady from the bank and accosted her in her driveway
- There were 174 contract check, and 87 tickets issued

Cypress Forest Pud Report – Greg DiCioccio

- The PUD has sent out requests for proposals for trash service, these are due by September 30th
- Proposed apartment development on Louetta Rd, north of Chasemore Dr, and alongside the gully; the PUD has denied access to utilities via annexation. The developer is requesting 'out of district services' and is also approaching Louetta North PUD for utilities
- HCFC land on Cypresswood no update
- Next PUD meeting is on October 4th at 5 pm
- 2023 PUD tax rate will lower from 0.27 cents to approximately 0.25 cents per \$100 appraised property value

Consideration of the Minutes:

On a motion duly made, the minutes of the Board Meeting of August 24, 2022, were approved

COMMITTEE AND COMMUNITY REPORTS:

Grounds and Maintenance Report – Amy Fontana

- Mrs. Fontana advised that now is the perfect time for planting
- Kimstone and Redchurch entrance planting scheduled for early October
- Approved irrigation repairs have been complete
- Landau Park entrance planting cutbacks will be made for line of sight and pedestrian safety
- Crepe Myrtles will be treated for aphids with Dawn dish soap and water spray, followed by systemic granular pesticide as needed
- Fresh mulch applications have been applied

Architectural Control Committee - Mrs. Matthews reported as liaison for the committee:

- Nine ACC approval applications have been submitted since the last meeting
- Six approvals granted
- One approval is pending due to not having all the required information
- Two ACC cases have become DRV issues and are with the Board for adjudication

Wall Committee – Mary Matthews & Russ Hildebrand:

- Herts Rd wall near Dry Gully has an appearing crack that will need to be repaired, proposal to be sought

Website & Community Liaison Update – Mary Matthews:

- Website update: Logo is being placed as website header for a more modern crisp website look
- Meet the Constables article was shared via email and posted in the October Women’s Club magazine
- Rental of Brill Cafeteria, Special Event insurance policy purchased, and food donation made for National Night Out celebration on Sunday 2nd Oct from 4-6 pm – total approved expense \$1,928.80
- Appreciation cakes to the first responders was approved by all for around \$100. Mrs. Matthews will ask Estates at Windrush HOA if they wish to join us again this year in this effort
- Renewal of Microsoft 365 subscription for 2022/23 to create HOA documents and presentations was approved by all – approved expense \$108
- Mr. Hildebrand presented a signboard upgrade proposal from Baker Signs which was rejected
- An alternate idea was floated that we remove the antiquated signboards, and, in their place, we enhance the monuments and entrances. This idea was approved by all. Plans and proposals to be sought

Security Liaison Report – 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 and review constable response times weekly

Proposals and Votes - Mary Matthews

- 2023 PMG Management Resolution was approved by all
- 2023 Budget proposal was approved and adopted, assessments for 2023 remain at \$250 per lot
- The opening of a new account with Enterprise bank bearing 1.75% interest was approved and the board committee of Bruce and Russ will confirm the amount to move from which account.
- Mrs. Matthews requested that PMG include a summary report in each Board Meeting Packet updating the Board in a concise fashion, of account balances and current interest earning rates

MANAGEMENT REPORT:

Financial Statements Review Ending August 31, 2022

- The operating account balance at the end of August was \$799,969.59
- Reserve account balance was \$451,881.28.
- Delinquencies outstanding total \$86,165.06 (Includes debtors accrued legal fees.)

Deed Restriction Enforcement:

- During the month of August, there were 127 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 alterations and signage
- Full color photos are viewable by the homeowner on their TownSq account
- Residents can contact PMG via TownSq, phone or email for Board follow up if required

Legal Actions:

- Account #4717302 was approved for a judicial foreclosure lawsuit
- There were no Deed Restriction Violation lawsuits to consider for approval

Scheduling Of Next Meetings:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for October 26, 2022, at 6:00 PM via Zoom

Combined November / December meeting will be held on December 7, 2022, at 6 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:

DRV Hearing on account # 5428030 postponed to October by mutual agreement

Delinquencies:

- The Board discussed the delinquency resolutions
- #5250596 Board denied request for waiving of legal fees
- #4724971 Board agreed to reject the payment plan offer as the homeowners failed to make payments on a previous payment plan, they were granted

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:31 PM

Respectfully submitted: Recording Secretary _____

Approved as Correct:

26th October 2022 Date



Mary Matthews Director