

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

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DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

Paul Cox, Director

In Attendance:

Homeowners: Greg DiCioccio, and Ron Blum  
Sgt. David Mathieu of Precinct 4 Constables Office  
Amy Fontana of Monarch Landscape Maintenance  
Shannon Lewis represented the Managing Agent, PMG Houston

Owner Forum:

No owner comments

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:26 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

- There was a family disturbance between family members that turned physical
- There were 204 contract check, and 77 tickets issued

Cypress Forest PUD Report – Greg DiCioccio

Mr. DiCioccio reported:

- PUD meeting is Tuesday, November 1<sup>st</sup> at 5pm
- Trash service contractor proposals will be reviewed and considered at the upcoming meeting
- Proposed OHT apartment development north of Chasemore Dr, alongside the gully; the PUD Board voted to deny access to utilities via annexation or by an out of district agreement
- County met with PUD committee regarding the former country club land and hydrology study they will report at the upcoming PUD meeting

Consideration of the Minutes:

On a motion duly made, the minutes of the Board Meeting of September 28, 2022, were approved

**COMMITTEE AND COMMUNITY REPORTS:**

Grounds and Maintenance Report – Amy Fontana

- Mrs. Fontana reported that the groundwork repairs on esplanade 33 are complete
- Approved irrigation repairs have been complete
- Planting is complete at Kimstone and Redchuch entrance walls
- Mulch has been installed
- Seasonal color to be installed in the next two weeks
- Pine trees are being inspected for pine beetle and dead wood is being cleaned up from the trees

#### Architectural Control Committee - Ron Blum

- Eight ACC approval applications have been submitted since the last meeting
- Seven approvals granted
- One driveway has been denied

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

- Replacement of signboards with monument/entrance enhancements was approved by all
- Ideas and proposals to be sought
- Several options were discussed for enhancement of existing entrances and monuments
- The committee agreed to look into upgraded lighting options

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

- Website update: Logo has been placed as website header for a crisper look
- HOA Monthly Update and pertinent informational emails are sent to residents
- Women’s Club ‘the Forest’ magazine article from the HOA in Nov is on thankfulness, volunteer appreciation, what the HOA does and how to contact them for help, along with fire safety awareness. Dec article will be a NNO thank you, encouragement to sign up for virtual communications, a reminder about annual assessments being due and porch pirate prevention.
- National Night Out celebration was a huge success with three constables in attendance and a squad from Klein Fire, along with various clubs and local business contributing

#### 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
- A recent case that involved their use was reviewed at Mr. Roloff’s request

#### Proposals and Votes - Mary Matthews

- Monarch Landscape Maintenance contract pricing was approved for contract renewal beginning September 2023

#### **MANAGEMENT REPORT:**

#### Financial Statements Review Ending September 30, 2022

- The operating account balance at the end of September was \$799,969.59
- Reserve account balance was \$451,881.28
- Delinquencies outstanding total \$86,165.06, including accrued legal fees, late fees and interest

#### Deed Restriction Enforcement:

- During the month of October, there were 70 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
- 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:

- Account 4721372 was approved for judicial lawsuit, repeat delinquent
- 4729659 was not considered for lawsuit as owners have made full payment
- 4728171 was not approved for lawsuit – Mrs. Matthews will write to the owner on behalf of the Board; Board will reconsider approval at the next meeting
- 5196223 was not approved for lawsuit - Mrs. Matthews will write to the owners on behalf of the Board; Board will reconsider approval at the next meeting

Scheduling Of Next Meeting:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for December 7, 2022, at 6:00 PM via Zoom

Annual Meeting:

To be held on February 6<sup>th</sup>, 2023, via Zoom. The election notice will be mailed in early January, the ballot will be set, and vote taken in the weeks before the meeting via our TownSq app.

ADJOURN TO EXECUTIVE SESSION

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

RECONVENED IN OPEN SESSION

DR VIOLATIONS:

- Hearing on account # 5428030 did not take place as the homeowners did not attend the meeting. Board will update attorney and discuss the next step in seeking resolution
- The Board instructed PMG not to send DRV letters for pine needles on roofs until the beginning of the year

Delinquencies:

- The Board discussed the delinquency resolutions

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:26 PM

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

Approved as Correct:

7th December 2022 Date



Mary Matthews Director