

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.  
HELD ON December 7, 2022, AT 6:00 PM, Via ZOOM TELECONFERENCE

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DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

Paul Cox, Director

In Attendance:

Homeowners: Greg DiCioccio, Macie Steed, and Jackie Hibbard  
Sgt. David Mathieu of Precinct 4 Constables Office  
Amy Fontana of Monarch Landscape Maintenance  
Shannon Cook 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 6:04 PM by Mrs. Matthews. The Managing Agent assisted in recording the meeting minutes.

Contract Constable Report - Sgt. David Mathieu

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

- There was an assault on Louetta at the smoke shop
- There were 210 contract checks, and 63 tickets issued
- BMV's and catalytic converter thefts are increasing, Stg. Mathieu advised locking doors and being aware
- New Deputy assigned to contract coverage, Deputy Anthony Gutierrez

Cypress Forest Pud Report – Greg DiCioccio

Mr. DiCioccio reported:

- The PUD meeting was Monday, December 5<sup>th</sup>
- Drought restrictions have ended
- The Cypress Forest Park will be tidied up this month in preparation for winter
- Nothing to report regarding development of the land south of Cypresswood Dr
- No active development proposals under discussion for the land north of Chasemore Dr

Consideration of the Minutes:

On a motion duly made, the minutes of the Board Meeting of October 26, 2022, were approved

***COMMITTEE AND COMMUNITY REPORTS:***

Grounds and Maintenance Report – Amy Fontana

- Mrs. Fontana advised that the irrigation inspections are complete
- Ant treatment has been completed and will be monitored
- Winter fertilization has been applied
- Seasonal color has been installed
- Tree canopies are being maintained and raised as needed

#### Architectural Control Committee – Macie Steed

- Twelve ACC approval applications have been submitted since the last meeting, all approved
- A new build on Bon Hill has been approved and should take nine months to complete as per city permits

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

- Monument entrance lighting upgrade proposals to be sought for board review

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

- Website and HOA emails updated with Shannon's change of name and annual assessment reminders
- Safety Awareness – Dec: porch pirates & vacation watch. Jan: cold weather preparedness

#### 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
- Flock is being used to help identify vehicles involved in incidences

#### **MANAGEMENT REPORT:**

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

- The operating account balance at the end of July was \$742,998.39 and the reserve account balance was \$455,206.59. Delinquencies outstanding total \$92,687.37

#### Proposals and Votes

- 2023 Insurance proposals not yet available for consideration
- A/c #4713649 ACC Hearing roll vote called. A semi circular driveway was replaced with a gravel driveway without permission. The ACC denied the application (once made) and the owners requested a Board hearing. Hearing given 15<sup>th</sup> Nov. Following the hearing the Board discussed the requiring of adding more pavers and granting a time limited forbearance agreement to bring driveway into compliance. The offer was sent to the owners and rejected. Vote was called and resulted in a tie, with Mr.'s Hildebrand and Roloff in favor of approving the driveway as is and Mr. Jones and Ms. Matthews opposed. The motion was lost. A new call for vote will be made at the January board meeting.

#### Annual Meeting

- Annual meeting will be February 6<sup>th</sup>, 2023 at 7 PM via Zoom
- The Annual meeting notice and documents are being prepared for mailout early in January

#### Deed Restriction Enforcement:

- During the month of November, there were 226 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:

- A/c 4728171 was considered and approved for delinquency foreclosure lawsuit

Scheduling Of Next Meeting:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for January 25, 2023, 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

Delinquencies:

- The Board discussed the delinquency resolutions
- A/c 4729015 has paid lien able charges only. An Affidavit of Judgement will be filed, and collections pursued

DR Violations:

- A/c 5198564 fence is still not complete. The case is with the attorney for resolution

Christmas Party

Mr. Hildebrand suggested a holiday party and offered to host. The Board, AC Committee, Mrs. Cook, and contractors to be invited

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:29 PM

Respectfully submitted:

Recording Secretary \_\_\_\_\_

Approved as Correct:

Jan 25th 2023 Date



Mary Matthews Director