

MINUTES OF THE ANNUAL MEETING OF THE MEMBERS OF CHAMPION FOREST FUND, INC. HELD ON FEBRUARY 7, 2022, AT 7:00 PM, via Zoom

DIRECTORS PRESENT:

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

IN ATTENDANCE:

49 Owners were present in person or by proxy
84 Owners had voted on TownSq
Sargent David Mathieu of HC Precinct 4
Amy Fontana – Monarch Landscaping
Greg Dicioccio – CFPUD Board President
Shannon Lewis represented the Managing Agent, Associa PMG Houston

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being certified as present in person or by proxy, the meeting was called to order at 7:02 PM by Mrs. Matthews. The managing agent assisted in recording the minutes.

INTRODUCTIONS:

Mrs. Matthews welcomed owners present and introduced the members of the Board, noted their committee representation and introduced Shannon Lewis of Associa PMG Houston.

BOARD PRESIDENTS ADDRESS:

Mrs. Matthews reviewed the work the Board had completed in 2021:

- The Board and Management continued to manage the budget, owner communications, deed restriction violations, and ACC Applications.
- The Board also continued to work on the details of the radar speed signs and Flock cameras
- There were nearly 150 home sales with the median sale price increasing by 11.7%
- Redrafting and approval of several Association Policies bringing them to date meeting the requirements of new legislation
- The HOA assumed full management and content control of the HOA signboards in order to aid effective subdivision communications
- HOA requested proposals from 6 contractors for sign board updates
- A comprehensive inspection was done of the brick walls
- Website and email content have been upgraded and improved, helping to enhance communications

CONSIDERATION OF PREVIOUS MEETING MINUTES:

On a motion duly made, the minutes of the Annual Meeting of the Members held on February 8, 2021 were approved as presented.

NOMINATIONS/VOTING/COLLECTION OF BALLOTS:

Management stated that the election would be for two Directors for two-year terms. The election took place on TownSq and there were 84 owners who voted.

BOARD REPORTS & GUEST SPEAKERS:

Architectural Control: Mr. Roloff announced that there were 135 applications in 2021. The majority of them pertained to fence, windows, roof, and painting. There were two new builds completed and two still in process. There are still three vacant buildable lots. There will be a new Architectural Committee for 2022 as required by the Texas Property Code changes. The new committee will be comprised of homeowners and not Board Members

Safety & Security:

Sargent David Mathieu reported law enforcement updates and recent events from the office of Harris County Constable Precinct 4 for 2021

Radar speed signs will be installed in 2022, pending county permitting

License plate reader cameras (Flock) were installed in March 2021 for extra security, assisting law enforcement with identifying of vehicles involved in crimes. The data is being used by law enforcement.

There were 764 tickets issued, 248 reports taken, and 927 other calls in 2021.

Mary Matthews announced that in 2021 a neighborhood wide safety awareness campaign was started. The purpose is to consistently and concisely share timely safety awareness information across the Community channels.

Website, Communications and Community Events:

Mrs. Matthews announced that the HOA website is regularly updated with Community News, information, and useful links. The *CF TownSq* app, available from our management company and is being used to keep homeowners informed and offers an easy way reach out to management, and the Board of Directors, to make assessment payments, and to view Community Documents.

The HOA participated in and helped to sponsor events throughout the year with consideration of the pandemic restrictions. The Fourth of July parade, and in October, a celebration of First Responders and Frontline Workers. We have missed the community events of previous years and look forward to co-sponsoring more events in 2022.

Grounds and Maintenance:

Mrs. Matthews introduced Amy Fontana of Monarch Landscape. Mrs. Fontana reviewed the scope of landscape maintenance throughout the community and the anticipated work needed in 2022 including a three year plan.

The 2021 challenges included, freeze recovery, tree trimming and removal, replacement of 11 vandalized irrigation installations

In 2022 we will focus on repairs of irrigation and water conservation measures, tree trimming and shrub care, redesigning of beds and replacement of plantings where depleted, flower bed enhancement and seasonal plantings, and fertilization and mulching.

Wall Restorations:

Our brick walls are an important asset. In 2021 the wall repairs commenced at section 7, and all the community walls were inspected, assessed and staged for necessary repairs. Further wall repairs have been proposed and approved.

In 2022 the Wall Committee will continue to monitor the walls and assist the Board in identifying areas of concern, and plan for future maintenance.

Cypress Forest PUD:

Greg Diciocco reviewed the following items:

- New fencing has been completed at the PUD building
- Construction has begun on water plant #2.
- The park looks fantastic.
- The emergency generator is run by natural gas and is ready to go if needed
- The tax rate was reduced from 0.28 cents to 0.27 cents per every \$100.00
- The PUD is receiving bids to refurbish the water tower
- Phase 2 of the demolition of Raveneaux is beginning.
- The NHCRWA water supply listed on the bill will not increase this year.
- Please attend the PUD meetings

Treasurers Report

Mary Matthews presented the 2022 Budget, including a planned reserve contribution of \$114,000

Anticipated Total Income \$434,890

Total Expenses \$417,761

Projected Surplus \$ 45,929

MANAGEMENT REPORT:

Financial Statement Review-December 2021:

Management reported the following:

As of December 31, 2021, the Association had a cash balance of \$789,326 in the operating fund and a cash balance of \$487,622 in the reserve fund.

For the months ending December 31, 2021, the Association had an accounts receivable balance of \$88,517 resulting in a 7.75% delinquency rate.

New Committees for 2022:

Architectural Control

Wall Maintenance

Landscape Management

Deed Restriction Amendment

Appreciation:

The Board expressed thanks to their contractors, Committee members, Cypress Forest PUD, the Constables, and all the Committee Organizations.

The Board also thanked the Garden Club.

We appreciate all of our Directors for their willingness and dedication in serving our great community.

CLOSING COMMENTS:

Mrs. Matthews thanked everyone for their attendance, the candidates for running and the management company.

ELECTION RESULTS:

Russell Hildebrand and Bruce Roloff were the successful election candidates.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:17 PM.

Respectfully submitted:



Recording Secretary

Approved as Correct:



Director

02/08/2023

Date