

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.  
HELD ON March 22, 2023, AT 6:00 PM, Via ZOOM TELECONFERENCE

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DIRECTORS PRESENT:

Mary Matthews, President  
Russell Hildebrand, Vice President  
Bruce Roloff, Treasurer  
Paul Cox, Director  
William Boyle, Director

DIRECTOR ABSENT:

In Attendance:

Homeowners: Greg DiCioccio, Macie Steed, and Marti Schwind  
KuKuLania "Cookie" LaVergne represented PMG Houston

Owner Forum:

Mrs. Schwind restated her preference for in-person board meetings

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:06 PM by President Mary Matthews.

Contract Constable Deputy Report - Sgt. David Mathieu:

Sgt. Mathieu was unavailable. February monthly constable report was circulated via the HOA TownSq & email utility as per usual procedure.

Cypress Forest PUD Report – Greg DiCioccio:

Mr. DiCioccio reported that things were quiet in the district and minor trash contract transition issues were being resolved. The Board requested that guidelines for the new service be issued to residents.

Consideration of the Minutes:

On a motion duly made, the minutes of the Board Meeting of February 22nd, 2023, were accepted

**COMMITTEE AND COMMUNITY REPORTS:**

Grounds and Maintenance Report – Amy Fontana

March:

- Rut repair on Cypresswood esplanades completed
- Irrigation Inspection and site audit completed, with repair proposals sent for Board review
- Spring mulch application completed
- Major tree trimming on esplanades has been completed
- Spring seasonal color plantings to be installed in April

Architectural Control Committee - Macie Steed reported for the committee:

- 17 ACC approval applications have been submitted since the last meeting
  - 15 have been approved
  - Two are pending
- New Builds: Bon Hill is progressing well with no noted issues. Kennett Valley exterior is nearing completion

Wall Committee – Mary Matthews & Russ Hildebrand:

- Nothing new to report

Website & Community Liaison Update – Mary Matthews:

- The Women's Club asked for a contribution towards the annual Easter Egg Hunt at Brill. The request was approved up to the value of \$250, Mrs. Matthews will purchase supplies for the event

Security Liaison - Mary Matthews:

- Flock Safety ALPR camera contract is due for renewal. PMG asked to be sure to watch for it and send it to the Board for review
- Traffic initiatives conducted this month revealed the need for stop sign improvements. The County was contacted and upgraded signs in two locations
- Mrs. Matthews contacted the County and asked that the street signs and road markings be reviewed. The County responded that they no longer have the budget to do a community wide review and traffic signage issues should be individually reported

Proposals and Votes - Mary Matthews

- The Board approved three landscape proposals:
  - Irrigation repairs - #19672 \$5,897.77
  - Replacement of stolen irrigation backflow prevention valve on Cypresswood - #19673 \$2200.81
  - Planting fill-in at Herts/Manningtree entrance - #19722 \$1,781.24
- Between Meetings – Board approved Monarch Landscape maintenance work orders for major tree trimming on esplanades within Champion Forest 1-10 subdivision

Legal:

- Authorization to File a Judicial Foreclosure Lawsuit on account: #4719122- Hold Board action
- Authorization for a Lawsuit for Deed Restriction Violations: # 4720810 – Hold Board action

***MANAGEMENT REPORT- PMG Community Director***

Financial Statements Review - Ending February 2023

- The operating account balance at the end of February was \$788,601.38 and the reserve account balance was \$488,220.20. Delinquencies outstanding total \$127,370.96, including fees
- Board voted to take \$100,000 from Reserve account and add to \$150,000 from Operating account to purchase a \$250,000 CD investment from CIT for 12 months returning 4.08% interest

Delinquencies:

- Second delinquency and late fee statements, including the second late fee of \$150 to be mailed out to homeowners as soon as available. This is a 10-day notice.

ADJOURN TO EXECUTIVE SESSION:

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

Reconvene in Open Session:

It was discussed that the Tranquil Park dumping situation has been resolved and property is now listed for sale.

Scheduling Of Next Meeting:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for April 26th, 2023, at 6:00 PM via Zoom

ADJOURNMENT:

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

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

Approved as Correct:

26th April 2023          Date



Mary Matthews          Director