

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.
HELD ON April 26, 2023, AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

Paul Cox, Director

In Attendance:

Homeowners: Greg DiCioccio, Macie Steed, Ron Blum, Wendy Fryfogle, Ally Hahn and Phillip Neri
Kukulania LaVergne represented PMG Houston

Owner Forum:

Mr. DiCioccio commended the Board on their work, achievements, etc

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:03 PM by President Mary Matthews.

Contract Constable Deputy Report - Sgt. David Mathieu:

Sgt. Mathieu reviewed the March constable report

Cypress Forest PUD Report – Greg DiCioccio:

- Mr. DiCioccio reported that the park had just been mowed and an agreement has been reached with the County to increase mowing of the HCFCF property
- Waste: Texas Pride will collect their recycling bins and Champion Industries will provide new ones. Details of timing to come. Champions Industries asks residents not to put trash in their recycling bins as contaminated recyclables must be trashed
- The PUD has commissioned a usage feasibility study for the PUD land south of Cypresswood

Consideration of the Minutes:

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

COMMITTEE AND COMMUNITY REPORTS:

Grounds and Maintenance Report – Amy Fontana

- Rut repair on Cypresswood esplanades completed
- Irrigation repairs - Completed
- Planting fill-in at Herts/Manningtree entrance - Completed
- Major tree trimming on esplanades within Champion Forest 1-10 subdivision - Completed
- Spring seasonal color plantings to be installed
- Spring mulch application pending supply chain issues
- Shrub damage and replacement assessment to take place in May

Architectural Control Committee - Macie Steed reported for the committee:

- 22 ACC approval applications have been submitted since the last meeting
 - Two denied, an oversized shed and an incomplete application
 - 20 applications approved

Wall Committee – Mary Matthews & Russ Hildebrand:

- Nothing new to report
- A resident inquired as to whether the Board was aware of a drainage issue alongside a wall. Mrs. Matthews confirmed that the Board was aware and had discussed the issue with the owner in 2020, and suggested actions they needed to take on their property when the community wall alongside was repaired.

Website & Community Liaison Update – Mary Matthews:

- The CF Garden Club requested permission to place additional flags on the esplanades on Cypresswood Dr at Champion Dr. The Board approved the request and granted permission as per the request.
- Mrs. Matthews suggested the Board consider an in-person meeting for June or July

Security Liaison - Mary Matthews:

- Flock Safety ALPR camera contract renewal. Mrs. Matthews reviewed the details and the Board unanimously agreed that the contract should renew for the year beginning 27th May 2023 at a total cost of \$23,500
- Safety Awareness Campaigns:
 - May - Pool Safety
 - June - Golf Cart Laws and Safety along with Hurricane Preparedness

Proposals and Votes - Mary Matthews

- Between meetings:
 - Monarch landscaping proposal # 19940 for Cypresswood Dr esplanade rut repair was approved: \$211.90
 - Monarch landscaping proposal # 19912 for replacement of stolen PVB, esplanade 4 was approved: \$2,252.09

Legal:

- Authorization to a Lawsuit for Deed Restriction Violation on account: #5198564 – On hold / Board action
- Authorization for a Lawsuit for Deed Restriction Violation on account #4720933 – Approved

MANAGEMENT REPORT- PMG

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
- Mrs. Matthews questioned large mailing and paper copying/scanning charges on the February financials and asked for clarification in writing from PMG

Delinquencies:

- Required 209 Certified 45-day final demand letters to be mailed out to delinquent homeowners by PMG

ADJOURN TO EXECUTIVE SESSION:

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

Reconvene in Open Session:

The ACC has requested a meeting with the Board to help establish a written ACC Guidelines Policy in May. It was discussed that a lawsuit had been reviewed with our attorneys and the Board had agreed to a plan of action. Mrs. Matthews will inform the attorneys involved of the agreement.

It was also discussed that inspections have been inaccurate, and violation letters need to be more accurate and concise in order to gain resolution. PMG must respond to owners concerns promptly and professionally.

Scheduling Of Next Meeting:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for May 24th, 2023, at 6:00 PM via Zoom


ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:51 PM

Respectfully submitted: Recording Secretary _____

Approved as Correct:

24th May 2023 Date

 Mary Matthews Director