

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC. HELD ON March 26th, 2024, AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

Mary Matthews, President
William Boyle, Vice President
Bruce Roloff, Director
Charlie Hebert, Director
Paul Cox, Director

DIRECTOR ABSENT:

In Attendance:

Homeowners Phillip Neri and Ally Hahn, Monarch Landscape Management team leader, David Fernandez, and Shannon Abernathy representing the administrative Managing Agent, PMG Houston.

Owner Forum:

No owner comments were made.

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:00 pm. The Managing Agent assisted in recording the meeting minutes.

COMMUNITY REPORTS:

Contract Deputy Report - Sgt. David Mathieu:

Sgt. Mathieu gave a brief review of the previous months activities across the district and updated the Board with the new contract deputies' details.

Cypress Forest PUD Report- Greg DiCioccio:

Mr. DiCioccio was unable to attend.

Mrs. Matthews updated the Board on status of negotiations regarding the PUD owned land south of Cypresswood Dr. She also noted the cancellation of the 2024 PUD Board election due to the three positions up for election had no opposing candidates, the PUD Board will be reaffirmed as stands.

COMMITTEE REPORTS:

Grounds & Maintenance Report – David Fernandez:

Mr. Fernandez reported on March completed events:

- Site Audit made
- Major tree trimming has been completed
- Irrigation repairs have been completed
- Final freeze damage cutbacks have been made and mulch has been applied
- Spring summer weekly scheduled mowing has commenced

April events will include:

- Weed control treatment
- Ant treatment
- Replanting of entrance beds on Champion Forest Dr
- Planting of seasonal color
- Two proposals were considered and approved:

#23390 Irrigation valve repair on esplanade #? on Champion Forest Dr for \$660.20

#21371 New planting bed on the west side of the Champion Dr bed on Cypresswood for \$11,662.15

Architectural Control Committee - Ron Blum:

Mr. Blum reported:

- Twenty ACC approval applications have been submitted since the last meeting.
- Eighteen approvals, mostly roofs and fencing
- One denial due to non-response to questions on project
- One denial due to substandard work. The Committee is working with the owner on bringing the project up to standard.
- ACC Guideline Policy to be revised, distributed for board review, approval and filing.

Wall & Hardscape Committee – Bill Boyle:

Mr. Boyle reported:

- Four proposals are in process for the required restorative repairs of our association's two gate houses on Champion Drive at Louetta. It is anticipated we will be ready to consider the proposals in April.
- Proposals are being requested for lighting of the entrance monuments
- A proposal from Masonry Solutions for needed wall repairs was submitted and reviewed by the Board. Proposal #17776 for \$38,515 was approved.

Website & Community Liaison Update – Mary Matthews:

- Mrs. Matthews noted that HOA the April an article for edition of the Women’s Club magazine was a guest written article on claiming property tax exemptions and protesting HCAD appraisals each year, Wendy Roloff wrote the article which has been wrongly attributed to Mrs. Matthews.
- The May article for the Women’s Club magazine will feature What Your HOA Does for You and a Safety Awareness reminder on pool safety.
- Mrs. Matthews called for a Board contribution for the June article

Flock Cameras – Mary Matthews:

- Flock continues to monitor camera performance and replace equipment as needed

MANAGEMENT REPORT:

Financial Review – Shannon Abernathy, PMG:

- February financials were reviewed, postage and copying costs were questioned and will be investigated by Ms. Abernathy
- Mr. Roloff requested that we consider moving some of the operational funds to higher earning accounts. Ms. Abernathy will send rates sheets to the Board this week for perusal.
- Mrs. Matthews noted that account signatories needed to be reviewed with the change in Board members. Ms. Abernathy will follow up.
- 2024 delinquency status reviewed. 209 required certified return mail 45-day final demand letters were sent today to 54 delinquent homeowners.

Scheduling Of Next Meeting:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for April 23rd, 2024, at 6:00 PM via Zoom

EXECUTIVE SESSION

The Board discussed legal reports, accounts receivable and deed restriction violations.

The Board authorized Mrs. Matthews to continue to seek alternative counsel on another outstanding legal case.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:30 pm.

Respectfully submitted: Recording Secretary _____

Approved as Correct:

23rd Apr 2024 Date



Mary Matthews Director