

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST
FUND, INC. HELD ON April 23rd, 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; Rishika Bapat, David Corona and Kelsey Yharte. David Fernandez of Monarch Landscape Management, and Shannon Abernathy represented the administrative Managing Agent, PMG Houston.

Owner Forum:

Mr. Corona asked for assistance in getting his property easement repair after County road works, Mrs. Matthews will connect him with the County for assistance. Ms. Bapat and Ms. Yharte introduced themselves as owners wishing to learn more about the HOA and get involved.

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. 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 month's activities across the district.

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 and a potential Bond election to finance the inequity / disparity of a land swap/purchase, if approved, with the County.

No agreement can or has been made with any amenity provider or golf club at this time.

COMMITTEE REPORTS:

Grounds & Maintenance Report – David Fernandez:

Mr. Fernandez reported on events completed in April:

- Site Audit
- Ant treatment
- Weed control treatment
- Planting of seasonal color
- Installation of the new planting bed on Cypresswood (west side) at Champion Dr is complete.

May events will include:

- Replanting of entrance beds on Champion Forest Dr
- Four proposals were considered and approved:
 - #23621 Irrigation valve repair on Arkdale island, \$542.92
 - #23614 Tree removal and tree trimming on Champion Dr at Louetta, \$3,202.82
 - #23605 Installation of the new planting bed on Cypresswood (west side) \$7,262.57

- Proposal #23609 for replanting and enhanced planting at three garden beds was pended awaiting adjustment of locations. The Board agreed to approve the proposal when adjusted to remove one location.
- Between meetings proposal #23554 for urgent storm damage clean-up was submitted and approved by the Board for \$492.00

Architectural Control Committee:

Mrs. Matthews reported as Board Liaison:

- Sixteen ACC approval applications have been submitted since the last meeting.
- Fourteen approvals, mostly roofs and fencing.
- Two applications were inquiries, that were answered by the Committee
- 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 May.
- Proposals are being requested for lighting of the entrance monuments and trees
- A proposal from Masonry Solutions for needed wall repairs was submitted and reviewed by the Board. Proposal #17776 for \$38,515 was approved at the last meeting, work will begin in the coming week.

Website & Community Liaison Update – Mary Matthews:

- Mrs. Matthews noted that the locks on the signboards are degrading, and NP Signs will check them this week and provide a repair proposal.
- May article for the Women's Club magazine was submitted and featured: *What Your HOA Does for You* and a *Safety Awareness reminder on pool safety*.
- June article submission for the Women's Club magazine will feature Most Frequently Asked Questions (part one) and the Safety Awareness posting with be on hurricane season.

Security – Mary Matthews:

- Mrs. Matthews signed the CenterPoint agreement to replace our subdivision streetlight bulbs with LED fixtures. The upgrade will be made at no charge to the subdivision and will save on electricity costs and provide more lighting coverage for our streets. Work expected to be completed next year.
- Flock invoice has been paid for the 2024 contract term, beginning May 27th, at a cost of \$23,500.
- Flock continue to monitor camera performance and replace equipment as needed

MANAGEMENT REPORT:

Financial Review – Shannon Abernathy, PMG:

- Mrs. Matthews asked for a summation of the multiple certified letter mailout error that caused several (four?) homeowners to receive nine copies. Ms. Abernathy noted that the glitch was promptly caught and resolved, and the residents involved were issued an apology. The excess letters will not incur any charges, mail and copying costs will be monitored for accuracy by Ms. Abernathy.
- March financials were reviewed.
- Mrs. Matthews noted again that account signatories needed to be reviewed with the change in Board members. Ms. Abernathy will follow up.
- 2024 delinquency status reviewed.
- It was noted that the legally required 209 delinquency final demand letters were sent in April and accounts not paid after the 45-day expiration of the letter will be turned over to our attorney's office for collections.

Scheduling Of Next Meeting:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for May 28th, 2024, at 6:00 PM via Zoom

EXECUTIVE SESSION

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

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 8:16 pm.

Respectfully submitted: Recording Secretary _____

Approved as Correct:

28th May 2024 Date

 Mary Matthews Director