

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST  
FUND, INC. HELD ON MARCH 25<sup>TH</sup>, 2025, AT 6:00 PM, Via ZOOM TELECONFERENCE

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DIRECTORS PRESENT:

William Boyle, Vice President  
Bruce Roloff, Director  
Rick Mora, Director

DIRECTOR ABSENT:

Mary Matthews, President  
Charlie Hebert, Director

In Attendance:

Greg DiCioccio of the Cypress Forest PUD, Sgt David Mathieu, and Shannon Abernathy represented the administrative Managing Agent, of PMG Houston.

Owner Forum:

There were no comments or questions during the open forum.

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order by Mr. Boyle at 6:01 pm. The Managing Agent assisted in recording the meeting minutes.

**COMMUNITY REPORTS:**

Contract Deputy Report - Sgt. David Mathieu:

Sgt. Mathieu reported

Cypress Forest PUD Report - Greg DiCioccio:

Mr. DiCioccio reported that things have been quiet with the PUD. The park grass is starting to grow, and it is being mowed. It was also reported that the PUD is still waiting on the Herts Road generator to arrive. The sanitary sewer lines in Section 4 are being videoed and data is being collected for possible future action.

**COMMITTEE REPORTS:**

Architectural Control Committee

- There was no ACC report available.

Grounds & Maintenance Report – Amy Fonatna:

Mrs. Fontana was not available for the meeting. The report for February and March activity was reviewed as well as two work order proposals.

Work Order #26126 was approved in the amount of \$2,171.62. Additional seasonal color that is not included in the contract.

Work Order #26302 was approved in the amount of \$3,325.99. Irrigation repairs from March inspection in several areas.

Wall & Hardscape Committee – Bill Boyle:

Mr. Boyle reported:

- Elegant Lighting has requested a meeting with the electrician. The letters for the project have been ordered.
- Monarch Landscape, final landscape improvements will be completed after the lighting is complete.
- Total monument lighting project should be completed by the end of June.

Website & Community Liaison Update:

- Ms. Matthews Women's Club article submission will be on who to contact about various non-HOA issues across the neighborhood area.

Security:

- The Flock annual subscription service invoice is due to be paid in May.
- There has been a slight increase of \$250 per camera installation subscription per year. This is the first increase in the four years since the cameras were installed in 2020. Improvements and camera upgrades are part of the ongoing package.
- Total annual contract price will increase from \$23,500 to \$28,500.
- The cost of one camera is mitigated by a contribution of \$2,250 by Estates at Windrush HOA.

**MANAGEMENT REPORT:**

Financial Review – Shannon Abernathy, PMG:

- February financials were reviewed:
  - Operating balance \$1,152,219.80
  - Reserve balance \$625,042.08
- 2025 Assessment outstanding unpaid assessments were \$28,030.30 as of March 21, 2025
- Second late fees and interest were added to delinquent accounts on March 10th
- Second delinquency notices were mailed on the 12<sup>th</sup> of March

Women's Club Donation:

- The Board voted to donate \$600.00 to the Women's Club for their Easter Egg Hunt and Fourth of July Parade events.

Legal:

- Authorizations for lawsuit to file judicial foreclosure on property accounts were reviewed:
  - Acct 4715333 – authorization to foreclose was approved
  - Acct 5196223 – authorization to foreclose was approved
  - Acct 4720894 – authorization to foreclose was approved
  - Acct 4719944 – authorization to foreclose was approved

Scheduling of Meetings:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for April 22nd, 2025, at 6:00 PM via Zoom

EXECUTIVE SESSION

The Board discussed legal reports, accounts receivable, deed restriction violations, and a pending foreclosure case. They also discussed the inspection processes and procedures along with the benefit of calling on the county for action when a health and safety violation is involved.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:11 pm

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

Approved as Correct:

22nd April 2025 Date



Mary Matthews Director