

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST
FUND, INC. HELD ON APRIL 22nd , 2025, AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

Mary Matthews, President
Bruce Roloff, Director
Charlie Hebert, Director

DIRECTORS ABSENT:

William Boyle, Vice President
Rick Mora, Director

In Attendance:

Homeowners Mark Warpmaeker and Marti Schwind were in attendance along with Amy Fontana of Monarch Landscaping Management. Shannon Abernathy represented the administrative Managing Agent, of PMG Houston.

Owner Forum:

Mrs. Schwind spoke regarding the election process and her preference for in person meetings, she also requested the Board vote on the issue of in person meetings. The annual meeting voting procedure was explained, and it was reiterated that the Board has voted, on record, to continue meetings virtually. However, it was noted that the Board plan to host some meet and great open meetings and an occasional in person Board meetings as time allows.

Mr. Warpmaeker commented that he would be unable to attend such and appreciated the virtual meeting format.

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order by Ms. Matthews at 6:16 pm. The Ms. Abernathy assisted in recording the meeting minutes.

COMMUNITY REPORTS:

Contract Deputy Report - Sgt. David Mathieu:

Sgt. Mathieu was unable to attend.

Cypress Forest PUD Report - Greg DiCioccio:

Mr. DiCioccio was unable to attend but had left word with Ms. Matthews that there were no updates. He encouraged residents to vote at the upcoming PUD Bond Proposition A election.

COMMITTEE REPORTS:

Architectural Control Committee: Mark Warpmaeker:

Mr. Warpmaeker reported that February, March and April had been busy months for the committee with 33 ACC applications for approval being submitted between the February and April Board meetings.

Grounds & Maintenance Report – Amy Fonatna:

Mrs. Fontana presented the summary of work items that were completed in March and April and the planned upcoming maintenance items for May.

Four proposals were discussed and approved:

- Work Order #26538 in the amount of \$16,940.92 for a new garden bed including lighting and irrigation on the back end of the esplanade at Champion Dr. and Louetta.

- Work Order #26543 in the amount of \$5,908.12 for a new garden bed in the middle the esplanade at Champion Dr. and Louetta
- Work Order #26544 in the amount of \$4,900.50 for enhanced garden beds at Landau entrances.
- Work Order #26420 in the amount of \$481.51 for irrigation repairs on Brampton Ct. island. A request was also made for a proposal to re-sod the island as the grass is sparse.

Wall & Hardscape Committee – Bill Boyle:

Ms. Matthews reported Mr. Boyles updates:

- Monument refurbishment (backlit lighting, electrical upgrades, masonry work) commenced on April 14th. Completion estimate is the end of May.
- Installation of plants, lights and irrigation at subdivision gate houses commenced on April 21st
- Garden Club planting on esplanade at Champion Drive and Louetta, was installed on April 21st

Additional Enhancement Efforts for Consideration:

- Elegant lighting has been asked to offer a bid for lighting of the large oak tree on the back end of the Champion Dr. and Louetta esplanade.

Website & Community Liaison Update - Mary Matthews:

- June Women's Club magazine article submission is Frequently Asked Questions of the HOA and their responses. The safety awareness campaign is on Hurricane Preparedness.

Security – Mary Matthews:

- The Flock annual subscription service invoice is due to be paid in May but not yet been received.

MANAGEMENT REPORT:

Financial Review – Shannon Abernathy, PMG:

- March financials were reviewed:
Operating balance \$1,151,694.67
Reserve balance \$636,147.66
- 2025 Assessments outstanding unpaid were \$18,986.55 as of April 17, 2025
- 2025 Legal 209 certified demand letters for payment were mailed on April 11th If unpaid at expiration, delinquent accounts will be considered and turned over to the attorney's office at the May meeting.

Legal:

- No authorizations for lawsuit to file judicial foreclosure on property accounts were reviewed.

Scheduling of Meetings:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for May 27th, 2025, at 6:00 PM via Zoom

EXECUTIVE SESSION

The Board discussed legal reports, accounts receivable, deed restriction violations. They also discussed the inspection processes and procedures along with the need for better and more rapid follow up by PMG

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:27 pm

Respectfully submitted: Recording Secretary _____

Approved as Correct:

April 28th 2025 Date

A handwritten signature in black ink, appearing to read 'Mary Matthews', written over a horizontal line.

Mary Matthews Director