

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST
FUND, INC. HELD ON May 27th, 2025, AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

Mary Matthews, President
William Boyle, Vice President
Charlie Hebert, Director
Rick Mora, Director

DIRECTORS ABSENT:

Bruce Roloff, Director

In Attendance:

Homeowners Mark Warpmaeker and Wendy Fryfolgle were in attendance along with Greg DiCioccio of Cypress Forest PUD and Stg David Mathieu of HC Constables Precinct 4. Shannon Abernathy represented the administrative Managing Agent, PMG Houston.

Owner Forum:

Mrs. Fryfolgle commended the Board on their work in enhancing the Champion Dr at Louetta subdivision entrance and esplanade. Mr. DiCioccio concurred.

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 6:03 pm. The Ms. Abernathy assisted in recording the meeting minutes.

COMMUNITY REPORTS:

Contract Deputy Report - Sgt. David Mathieu:

Sgt. Mathieu reported on activity and incidences across the district in April. He noted several burglaries and the need to lock up, not leave valuables easily accessible or in view and call in all suspicious activity.

Cypress Forest PUD Report - Greg DiCioccio:

Mr. DiCioccio reported:

- Sewer work will begin in Sections, 4,6 and 10 soon and is expected to take a couple of months to complete.
- The standby generator for the Herts Rd water plant has arrived and will be installed shortly
- The PUD Bond passed in early May; the PUD Board are working on the final details of the land swap contract with the County.

COMMITTEE REPORTS:

Architectural Control Committee - Mark Warpmaeker:

Mr. Warpmaeker reported that April and May had been busy months for the committee:

- 20 ACC applications for approval being submitted between Board meetings.
- One application is pending approval requiring more information.

Ms. Matthews noted that the ACC team needs new volunteers and urged the Board assist in helping quickly find suitable candidates.

The pending ACC Guidance Policy was discussed; a review committee was proposed to finalize the Policy. This will be acted on promptly.

Grounds & Maintenance Report:

Ms. Matthews reported the summary of work items that were completed in April and May the planned upcoming maintenance items for June.

Three proposals were presented and discussed:

- A proposal to rework and augment the plantings at the gatehouses was tabled pending an alternative.
- A proposal to re-sod the Brampton Ct island was discussed and tabled pending an alternative plan.
- Proposal #23910 to fill in the depleted vegetation at Herts Rd and Manningtree Ln was approved at a cost of \$1850.63

Wall & Hardscape Committee - Bill Boyle:

Mr. Boyle updated the Board

- Monument refurbishment (backlit lettering, electrical upgrades, masonry work) at Champion Dr and Louetta Rd is complete
- Installation of plants, lights and irrigation at subdivision gate houses commenced on April 21st and is pending some further alterations and Board approval.
- Garden Club planting installation on the esplanade at Champion Drive and Louetta Rd is complete
- Proposals for the two remaining Champion Forest 1-10 monument upgrades were presented and approved:
 - Champion Forest Dr at Louetta #1249 \$11,040.49
 - Cypresswood at Guinstead #1251 \$12,482.91 (Approved with modifications for not more than \$13,000.)

Between Meetings

- Elegant lighting presented requested proposals to light up further trees on the esplanade at Champion Dr and Louetta Rd which were reviewed and approved by the Board:
 - Light Addition 1 Proposal #1315 \$1,355.82
 - Light Addition 2 Proposal #1316 \$2,052.80

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.
- July Women's Club magazine article submission is an update on the Board's work, Vacation Safety and a reminder to use the constable's office Vacation Watch service.
- Our signboards have been updated with the Hurricane Preparedness message.

Security - Mary Matthews:

The Flock annual subscription service invoice is due. The invoice was received today and the check for payment has been issued. The total is \$26,500 for the 12-month 2025/26 term beginning May 27th. Estates at Windrush has let the Board know they are no longer able to subsidize one of our 12 cameras.

MANAGEMENT REPORT:

Financial Review – Shannon Abernathy, PMG:

- April financials were reviewed:
Operating balance \$1,154,569.01
Reserve balance \$646,123.99

2025 Assessments outstanding unpaid were \$11,874.47 as of May 20,2025

Legal:

- Eighteen delinquent accounts were reviewed and considered.
 - Fifteen were turned over to the attorney's office for collections.
 - Three accounts were held back for Board action.
- No authorizations for lawsuits to file judicial foreclosure on property accounts were presented for review
- Two Deed Restriction violations were approved to send to the attorney.

Scheduling of Meetings:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for June 24th, 2025, at 6:00 PM via Zoom

EXECUTIVE SESSION

The Board discussed legal reports, accounts receivable, deed restriction violations. Several deed restriction violations were reviewed and approved to be turned over to the attorney's office. They also discussed the inspection processes and procedures along with the need for better and more consistent follow up by PMG.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:04 pm

Respectfully submitted: Recording Secretary _____

Approved as Correct:

6th June 2025 Date



Mary Matthews Director