

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST
FUND, INC. HELD ON JUNE 25th, 2024, AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

Paul Cox, Director

In Attendance:

Ron Blum of the ACC Team, David Fernandez of Monarch Landscape Management, Greg DiCioccio of Cypress Forest PUD, Stg David Mathieu of CP4 ,with Shannon Abernathy representing the administrative Managing Agent, PMG Houston.

Owner Forum: Mr. DiCioccio thanked the Board for their work on the Gatehouse Restoration project and diligently pursuing homeowners whose properties need upkeep.

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:11 pm. The Managing Agent assisted in recording the meeting minutes.

Approval of the Meeting Minutes: of 28th of May.

COMMUNITY & CONTRACTOR REPORTS:

Contract Deputy Report - Sgt. David Mathieu:

Sgt. Mathieu gave a brief review of the previous month's activities across the district including sharing a recent Flock assisted crime solving result.

Cypress Forest PUD Report - Greg DiCioccio:

Mr. DiCioccio gave a brief review of the PUD's work in the district and the PUD's desire to purchase the land on Cypresswood presently owned by HCFCD to protect it from development. He also noted that funding has been secured by the District for sewer improvements and those will begin in the fall.

Monarch Landscape Grounds & Maintenance Report – David Fernandez:

Mr. Fernandez reported on events completed in June:

- Site Audit
- Irrigation inspection completed
- Sod installation on Cypresswood
- Repair ruts in esplanades along Cypresswood
- Irrigation repairs

A proposal was presented for consideration:

- #24186 Summer Seasonal Color changeout at - \$4067.52 approved

Between meetings a proposal for rut and sod repair on Cypresswood esplanades was submitted:

- #23999 - \$1,654.42 Approved

July events will include:

- Seasonal Color Monitoring
- Turf and shrub insect and disease inspection
- Irrigation inspections
- Irrigation adjustments
- Ant mound mitigation

COMMITTEE REPORTS:

Architectural Control Committee - Ron Blum:

Mr. Blum reported:

- Seventeen ACC approval applications have been submitted and approved since the last meeting.
- Mark Warpmaeker, the new ACC team member will be mentored in shortly.
- The Board thanked Macie Steed for her excellent work on the ACC Team for the HOA
- ACC Guideline Policy to be revised, distributed for board review, approval and filing.

Wall & Hardscape Committee – Bill Boyle:

Mr. Boyle reported:

- Masonry Solutions wall repairs as approved in March are completed and inspected as satisfactory.
- Masonry Solutions submitted a requested proposal for a few further noted minor repairs. Proposal discussed and approved: #17930 - \$3,515.00
- Work on the restorative repairs of our association's two gate houses on Champion Drive at Louetta has begun. Once work is completed the surrounding ground will be smoothed in preparation for replanting when the weather cools.
- Proposals are being requested for lighting of the entrance monuments and trees
- The Board approved the purchase of a "Your HOA Dollars at Work" sign for display at sites where the HOA is conducting approved works. Expense of not more than \$250 approved.

Website & Community Liaison Update – Mary Matthews:

- NP Signs inspected the broken signboard locks this month and made the needed repairs.
- CF Women's Club volunteers have organized a 4th July Parade. We appreciate their contributions to the subdivision and agreed to support them by advertising this neighborhood event across the HOA mediums.
- July's article submission for the Women's Club magazine features an update of the HOA's work, a call for volunteers and information on Precinct 4 Vacation Watch program
- August's article will focus on services the county provides to the neighborhood and how to request those, along with the safety awareness message "Turn around, don't drown".

Security – Mary Matthews:

- Flock continues to monitor camera performance and replace equipment as needed
- Estates at Windrush billed for their CFF annual contribution of the cost of one camera subscription
- A request has been submitted to Flock for a demonstration of one of their new camera types
- 2023 Lighting upgrade bill was submitted by the CF PUD for payment and approved at a cost \$2,000

MANAGEMENT REPORT:

Financial Review – Shannon Abernathy, PMG:

- May financials were reviewed
- Delinquency status reviewed. 2024 assessments remaining unpaid \$10,126.25
- The Board approved sending all remaining outstanding 2024 delinquent assessment accounts to our attorney’s office for collections as per our collections policy, on expiration of required 45-day final notices

Legal:

- Authorization for lawsuit to file judicial foreclosure on property accounts considered and approved for accounts:
 - 00471-5634
 - 00471-7292
- Account 00473-0509 pending receipt of full payment to be received by 16th July to prevent further legal action including foreclosure lawsuit.

Scheduling Of Next Meeting:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for July 23rd, 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 8.21 pm

Respectfully submitted: Recording Secretary _____

Approved as Correct:

23 July 2024 Date



Mary Matthews Director