

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST
FUND, INC. HELD ON OCTOBER 22nd, 2024, AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

Mary Matthews, President
William Boyle, Vice President
Bruce Roloff, Director
Paul Cox, Director

DIRECTOR ABSENT:

Charlie Hebert, Director

In Attendance:

Stg. David Mathieu of CP4, Mark Warpmaeker of the ACC Team, Greg DiCioccio of Cypress Forest PUD, Wesley Machac of Monarch Landscape Management, and Shannon Abernathy represented the administrative Managing Agent, PMG Houston.

Owner Forum:

No owners present.

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 6:03pm. The Managing Agent assisted in recording the meeting minutes.

Approval of the Meeting Minutes: of 24TH of September 2024.

COMMUNITY REPORTS:

Contract Deputy Report - Sgt. David Mathieu:

Sgt. Mathieu gave a review of activity across the district in the month of September.

Cypress Forest PUD Report - Greg DiCioccio:

Mr. DiCioccio noted that work would begin on the camera inspection of Champion Forest Sections 4 and 5 sewer lines in November. This is in preparation for maintenance repairs next year. He reminded those present that access would be needed to residents' backyards for the work.

Ms. Matthews asked about the JAL inspections of water meters in the subdivision, and it was confirmed this is a required county wide inspection of older water meter piping checking for metals that could be an issue. Mr. DiCioccio noted that it is unlikely that any of our meters are problematic.

COMMITTEE REPORTS:

Architectural Control Committee – Mark Warpmaeker:

Reported:

- Eight ACC approval applications have been submitted since the last meeting with all being approved.
- ACC Team required replacement members being sort.

Grounds & Maintenance Report – Wesley Machac:

The reported events completed in October were:

- Site audit and irrigation inspection
- WO 24291 Irrigation repairs

- Fall mulch installation
- Turf fall fertilization with preemergent treatment
- Ant Bait application
- Seasonal Color Fertilization

One proposal was presented for consideration:

- WO# 24912 – Wing Wall Landscaping was tabled pending adjustments to the proposal

There was discussion regarding the need for more detailed proposals before such can be approved. The Garden Club have made it known they wish to contribute towards some of the landscape enhancements on the Champion Dr esplanade.

Wall & Hardscape Committee – Bill Boyle:

Mr. Boyle reported:

- Work on the restorative repairs of our association’s two gate houses on Champion Drive at Louetta has been completed, with the exception of the necessary weatherproofing of the doors.
- The required new electric connections are also in place awaiting lighting.
- Irrigation and landscape proposals are in process and under review for refinement.
- Proposals are begin considered for lighting of the entrance monuments and nearby trees.

Website & Community Liaison Update – Mary Matthews:

- November’s Women’s Club magazine article submission is on Thankfulness and Service along with holiday cooking safety.
- December’s article submission is a thank you to the Board for their work, our professional landscape team and, our residents for keeping Champion Forest well cared for along with a reminder that 2025 assessment billings are in the mail and due January 1st

Security – Mary Matthews:

- Flock continue to monitor camera performance and replace equipment as needed

MANAGEMENT REPORT:

Financial Review – Shannon Abernathy, PMG:

- September financials were reviewed
- Delinquency status reviewed. 2024 assessments remaining unpaid \$6,088.90
- 2025 Assessment billings will be mailed in November at a cost per statement of \$2.21 an increase of 3% over last year.

Legal:

- Authorizations for lawsuits to file judicial foreclosure on property accounts were considered and were approved:
 - 5591776
 - 4721000

Scheduling Of Next Meeting:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for December 10th, 2024, at 6:00 PM via Zoom

EXECUTIVE SESSION

The Board discussed legal reports, accounts receivable and deed restriction violations, a neighbor-to-neighbor issue brought before the Board and the inspection processes and procedures.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:00 pm

Respectfully submitted: Recording Secretary _____

Approved as Correct:

10th December 2024 Date

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Mary Matthews Director