

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC. HELD ON SEPTEMBER 23rd, 2025, AT 6:00 PM, via zoom teleconference

DIRECTORS PRESENT:

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

DIRECTOR ABBSENT:

Bruce Roloff, Director

In Attendance:

Homeowner Bob Jackson attended the meeting, along with Stg. Gonzales of Harris County Constable Precinct 4 and Amy Fontana from Monarch Landscaping. Shannon Abernathy was present as the representative of the administrative Managing Agent, PMG Houston.

Owner Forum: No comments.

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 6:04 pm. Ms. Abernathy assisted in recording the meeting minutes.

COMMUNITY REPORTS:

Contract Deputy Report - Sgt. Gonzales:

Sgt. Gonzales reported on activity and incidences across the district in August. He also reported the district Traffic Initiatives will continue weekly to help curb traffic issues. Ms. Matthews asked for an update on the and two recent night prowler incidences. A request was sent to our regular lead constable, Stg. Mathieu for follow up.

Cypress Forest PUD Report – Greg DiCioccio:

Mr. DiCioccio, PUD Board President reported:

- Section 4 sewer repairs will begin later this year.
- Planning is underway for the former country club property modifications including engineering consulting for the required installation of the detention basins prior to the land swap with the county.
- Equipment thefts were made at two of our PUD water plant installations; lights and alarms have now been added for security.
- The PUD has approved their 2026 budget.

COMMITTEE REPORTS:

Architectural Control Committee

Ms. Matthews reported on behalf of the committee that in August and September the committee received:

- Seventeen ACC applications for approval were submitted between Board meetings.
- Two applications are pending more details
- Five applications are pending review

Two candidates, who applied in August to serve on the ACC Team were confirmed to serve: Charlyn Brown and Vincent Marquez. The newly required official call for candidates was published in September. There were no applications received from the call for candidates.

Grounds & Maintenance Report – Amy Fontana

Mrs. Fontana presented a summary of the landscape work completed across the subdivision in September and the work pending the coming month:

- Tree trimming on the internal cul-de-sac islands has been completed.
- Brompton Court ground cover installation is complete.
- Multiple irrigation repairs were completed.

A long-term plan has been developed for landscape improvements and maintenance over the next three years.

Two landscape improvement proposals were presented and discussed:

- Arkdale Ct groundcover renewal proposal: WO # 27658 \$7,854.68 – Approved
- Irrigation Repairs: WO # 27958 not to exceed \$900 - Approved

Wall & Hardscape Committee – Bill Boyle:

Mr. Boyle reported:

- Monument work is completed on all three of our entrances; Champion Dr at Louetta, Champion Forest Dr at Louetta and Cypresswood Dr at Guinstead. Final invoices have been submitted for payment.
- A plan has been developed to reuse the old lettering removed from our monuments for economy and further subdivision enhancement. A proposal has been submitted to the Board for discussion and consideration.

Website & Community Liaison Update - Mary Matthews:

- Between meetings the Board approved a requested \$500 donation to the Women's Club for use towards the National Night Out celebration festivities.
- October Women's Club magazine article submission is on Halloween Safety along with a safety message on the 9PM Lockup Routine.
- November article submission will be on thankfulness and appreciation for our community and those who serve in it, along with a safety message on home fire awareness.

MANAGEMENT REPORT:

Financial Review – Shannon Abernathy, PMG:

- August financials were reviewed:
Operating balance \$ 1,012,096.72
Reserve balance \$ 616,209.40

As of September 17, 2025, there were \$8,449.47 in unpaid 2025 assessments outstanding.

- The ACC Eligibility and Solicitation Policy and the Security Measures Policy which were approved at the August meeting, have been signed for filing.
- The 2026 Budget was briefly discussed; the Board will review for completion and approval at the October meeting.

Legal:

Six authorizations for legal action were presented, discussed and considered for approval; all were approved.

Scheduling of Meetings:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for October 28th, 2025, at 6:00 PM via Zoom

December meeting date was tentatively set for the 1st, the final Board meeting for 2025

EXECUTIVE SESSION

The Board discussed legal representation, reviewed legal reports, accounts receivable, and deed restriction violations.

PMG have changed their inspection team and process; the Board requested a further amendment to the process which is designed to enhance accuracy and speed up the escalation timeline.


ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:03 pm

Respectfully submitted: Recording Secretary _____

Approved as Correct:

1st Oct 2025 Date

 Mary Matthews Director