

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST
FUND, INC. Held on May 26th, 2026, AT 6:00 PM, via Zoom

DIRECTORS PRESENT:

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

DIRECTORS ABSENT:

Bruce Roloff, Director

In Attendance:

Five homeowners were in attendance; Don Baer, Bob Jackson, Eddie Martin, Laura Smith and Vern Vanis. Stg David Mathieu of Harris County Constable Precinct 4 and Nick Youngblood from Monarch Landscaping were in attendance. Kim Griggs was present as the representative of the administrative managing agent, PMG Houston.

Owner Forum:

An owner noted that a property on Guinstead that appeared to be operating a business has ceased; the Board and management will continue to monitor.

An owner questioned constables' response times and was updated with some metrics and referred to the constable's office for more specific data reports if needed.

Owners raised concerns regarding a group home that is operating in the subdivision. The Board noted that they had consulted with their attorney and have been advised that legal protections and exemptions are provided for group homes providing housing for the disabled under the Fair Housing Act (FHA) and that an HOA cannot refuse these accommodations.

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.

Contract Deputy Report – Sgt David Mathieu:

Sgt. Mathieu reported on activity and incidences across the district in April.

Cypress Forest PUD Report- Mr. Bill Boyle

Mr. Boyle reported that the PUD will be making needed repairs to two water tanks in the district. He also reported that the detention plan for the PUD land is pending the Army Corps of Engineers approval and discussions are on-going with potential land leaseholders.

COMMITTEE REPORTS:

Architectural Control Committee:

Ms. Matthews reported on behalf of the committee that 22 ACC approval applications had been submitted since the previous report in March and all but one had been approved.

One application was denied due to lack of submission of requested and required information.

She noted that the team has been updated with two new members, Jae Pfeffer and Macie Steed, and is operating well with an application turn-around time of just a few days.

Grounds & Maintenance Report – Nick Youngblood

Mr. Youngblood presented a summary of the landscape work completed across the subdivision in the past month:

- Site audit
- Irrigation inspection
- Ant bait application
- Turf PPM spring application
- Shrub and groundcover spring fertilization
- WO# 28987 – Irrigation Repairs
- WO# 29791 – Irrigation Repairs
- WO# 29793 – Replacement of damaged PVB on Esplanade 23

May and June work will include:

- Site audit and irrigation inspection
- Summer turf fertilization

Four proposals were submitted for consideration:

- WO# 29720 – Landau Entry Option B - \$3,935.08 – was reviewed and it was requested that the quote be modified. A follow up proposal will be prepared and submitted.
- WO# 29792 Irrigation for Landau Entrances - \$5,728
- WO# 29744 - Power Washing of entry signs and walls - \$5,500 – Approved
- A proposal was submitted for tree fumigation and tabled pending further information

Wall & Hardscape Committee – Bill Boyle:

Mr. Boyle reported:

The lights on the columns on Cypresswood at Guinstead have been repaired under warranty by installer, Elegant Glow Lighting.

Website & Community Liaison Update – Mary Matthews:

Ms. Matthews reported that the July article submission for the CF Women’s Club will be an introduction of our new admin management company, Real Manage and contact information. The safety awareness information will relate to vacation watch and general safety.

Ms. Matthews also noted that the new admin management contact is being thoroughly vetted and is almost ready for signing. She is working with the new company on gathering information to update our website and help owners with the transition.

MANAGEMENT REPORT:

Financial Review – Kim Griggs, PMG:

- April financials were reviewed:

Operating balance	\$1,218,961.31
Reserve balance	\$ 636,450.04

Ms. Matthews requested that year to date total assessment outstanding report be included at every meeting.

Account #6175175 request for late fee waiver was presented and reviewed; the Board granted a one-time courtesy waiver as the new owner had not received their bill and had understood the assessment was paid at closing.

The 2025 Annual Audit and Tax Return were presented for approval. Due to time constraints, it was agreed to review these by email for approval.

Ms. Matthews requested confirmation of the payment of the Flock subscription contract.

Legal:

Four authorizations for legal action or foreclosure lawsuits or sale, were presented and reviewed.

- A/c 4717292 Consideration of request for payment plan – Declined due to previous default
- A/c 4717292 Consideration of Authorization for Foreclosure Sale - Approved
- A/c 4727350 Consideration of Foreclosure lawsuit – Approved
- A/c 4732549 Consideration of Foreclosure lawsuit – Pended due to owner communication

Scheduling of Meetings:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for June 23, at 6:00 PM.

EXECUTIVE SESSION

The Board reviewed legal reports, accounts receivable, and deed restriction violations. The Board also welcomed Mr. Don Baer to the Board to serve out the remaining term of Dr. Rick Mora who is unable to continue to serve due to time commitments. We appreciate Dr. Mora's contributions to our work.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:52 pm

Respectfully submitted: Recording Secretary _____

Approved as Correct:

Date: 17th June 2026

Director:  Mary Matthews