

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST
FUND, INC. Held on June 23rd , 2026, AT 6:00 PM, via Zoom

DIRECTORS PRESENT:

Mary Matthews, President
Bill Boyle, Vice President
Charlie Hebert, Director
Bruce Roloff, Director
Don Baer, Director

In Attendance:

Three homeowners were in attendance; Paul Cox, Laura Smith and Vern Vanis.
Stg David Mathieu of Harris County Constable Precinct 4 along with Nick Youngblood from Monarch Landscaping and Brain Hart from the Monarch Arbor Division were in attendance.
Kim Griggs was present as the representative of the admin management agent, PMG Houston.

Owner Forum:

The owners present expressed concerns regarding a property on Cypresswood. The Board clarified the legal position and encouraged residents to call on the constables if they noticed suspicious or concerning activity.

Mr. Cox later called on the Board to re-consider in-person meetings. The Board explained the metrics.

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 6:26pm

Contract Deputy Report – Sgt David Mathieu:

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

Mr. Boyle inquired as to the volume of Kroger incidences; it was explained that Kroger do not have dedicated security, and the Constables are often called out for shoplifting and alike.

Cypress Forest PUD Report- Mr. Bill Boyle

Mr. Boyle reported that he had recently attended the Annual Water Board Conference.

He also noted that there was no further news on the progress on the PUD parkland and that the PUD continues to work on the assessment of and bids for the required water tank repairs.

COMMITTEE REPORTS:

Architectural Control Committee:

Ms. Matthews reported on behalf of the committee that 11 ACC approval applications had been submitted since the previous May meeting report.

- Eight approved
- Two pending
- One application was denied due to lack of submission of requested and required information

She noted that the committee is working well and promptly processing applications. She will assist the Team as we transition to a new processing system in July on the RealManage platform.

Grounds & Maintenance Report – Nick Youngblood

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

June work Completed:

- Weekly maintenance services
- Monthly irrigation inspection

July work will include:

- Weekly maintenance and detailing services
- Site audit and irrigation inspection

Five proposals were submitted for consideration:

- WO #1294256 - Arbor Care, Tree Fungicide Treatment – Presented and discussed with Brian Hart of the Monarch's Arbor Division. Pended.
The Board agreed to secure a second opinion on oak tree treatment recommendations.
- WO #30291 - Winter additional seasonal color – Approved with color revision - \$2,452.46
- WO #30275 - Power wash brick wall along channel south of Landau Park Ln (100%) – Approved - \$1,821.13
- WO #30287 - Power wash brick wall along channel south of Landau Park Ln (50%) – not approved as full wall cleaning option above approved.
- WO #30349 - Summer seasonal color installation – Approved - \$ 4,718.48

Two proposals were approved between meetings:

- WO# 29720 - Landau Entry \$4,422.26 - Reviewed and approved via email 4th June
- WO# 29792 - Irrigation for Landau Entrances - \$5,728 - Reviewed and approved via email 4th June

Wall & Hardscape Committee – Bill Boyle:

Wall washing plan for Dry Gully wall on the south side of Landau Park, as discussed and approved above.

Website & Community Liaison Update – Mary Matthews:

Ms. Matthews encouraged those present to join the 4th July Parade

Ms. Matthews reported that the August article submission for the CF Women's Club mag is on Flood Preparedness, along with the safety awareness "Turn Around, Don't Drown" message.

There will also be further Real Manage and contact information and details submitted to the magazine editors. Ms. Matthews will continue to make website and email updates to ensure content is current and helpful throughout the admin transition.

Ms. Matthews requested suggestions from the Board for the September article and a volunteer to writer. Mr. Boyle suggested re-visiting last September's article. There were no volunteer writers.

MANAGEMENT REPORT:

Financial Review – Kim Griggs, PMG:

- May financials were reviewed:

Operating balance \$ 1,161,729.39
Reserve balance \$ 645,227.30

2026 Outstanding assessments due as of May 31st were \$13,820.07

Ms. Matthews noted that the 2025 Annual Audit and Tax Return were reviewed and approved between meetings, signed and submitted. Ms. Griggs confirmed payment of CPA services.

Ms. Matthews requested confirmation of the payment of the 2026 Flock subscription contract. Confirmation received; a credit has been issued on account and should be carried over to 2027.

Ms. Matthews noted that the landscaping budget had been exceeded and that it appears several special projects have been coded as operating expenses that should be classified as Reserve Expenses. She requested PMG reclassify the expenses appropriately and ensure our accounts were in order before the admin transition.

Legal:

One authorization for legal action for foreclosure lawsuit was presented and reviewed:

- A/c 4732549 Consideration of Foreclosure lawsuit – Pended. Ms. Griggs was again instructed to contact the owner and report back to the Board and attorney on status of payment offer.

Scheduling of Meetings:

The next regular meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for July 28th at 6:00pm.

EXECUTIVE SESSION

The Board reviewed legal reports, delinquencies, owner accounts with credit balances, along with deed restriction violations.

The Board requested several reports from PMG, prompt communication with paralegal and follow up on pending legal cases, owner credits and requests for refunds.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8.01pm

Approved as Correct: Date: 12th July 2026

Director:  Mary Matthews