

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC. HELD ON DECEMBER 9, 2015, AT 5:30 PM, AT CYPRESS FOREST PUD, AT 16215 CHAMPION FOREST DRIVE, SPRING, TEXAS 77379**

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**DIRECTORS PRESENT:**

Barbara Smith  
Wally Bircher  
Harold Horton Jr.  
Paul Jackson

**DIRECTORS ABSENT:**

Bruce Roloff

**IN ATTENDANCE:**

2 owners were present  
Lt. Larry Finley, Harris County Precinct 4 Constable Department  
Nathan Wang, Clay & Co. Commercial Real Estate Services  
Joni Pursley represented the Managing Agent, FirstService Residential.

**OPEN FORUM**

The following items were discussed:

- Mr. Wang reported that he was the real estate broker marketing 6 lots in Section 10, owned by First Bank through foreclosure. In response to questions from the Board, Mr. Wang agreed that the maintenance of the lots would be the responsibility of the bank, at their expense, and was provided the name and contact information of the Association's landscape contractor that was currently mowing them. Mr. Wang agreed to email the engineer's report on the lots upon receipt as well as attending the Association's Annual Meeting on February 1, 2016 to report the status to the owners.
- Wendy Roloff presented a spreadsheet comparing neighboring HOA fees and stated that the FirstService Residential policy to not provide realtors with the verification of fees at no cost was an issue as well as the combined cost of the transfer fees in the community. Management responded that it was the policy of FirstService Residential to only provide a realtor, title company, etc. a quote of any nature in the form of a resale certificate. In response to a question from the Board, Management responded that homeowners could obtain the assessment rate for their particular lot by calling in to the main number. Mrs. Roloff responded that this would resolve the issue. It was noted that the fees shown in comparison reflect that those being charged are very much in line with neighboring communities.
- Business solicitation by a landscaper in the community.

**CALL TO ORDER:**

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 5:32 PM by Mrs. Smith. The managing agent assisted in recording the meeting minutes.

The Pledge of Allegiance was recited.

**CONTRACT DEPUTY REPORT-LT. FINLEY**

Lt. Finley reported:

- 1 Family Disturbance – Salmon Ln.
- 21 Alarms
- 23 Suspicious Vehicles
- 11 Suspicious Persons

## **PUD DISTRICT REPORT-TOM PETRICK**

No report.

## **ADOPTION OF AGENDA:**

On a motion duly made, the agenda was adopted.

## **CONSIDERATION OF THE MINUTES:**

On a motion duly made, the revised minutes of the Board Meeting held September 23, 2015 and the minutes of the Board Meeting held October 28, 2015 were approved.

## **CONSIDERATION OF 2016 INSURANCE RENEWAL PROPOSAL:**

Management reviewed the 2016 renewal proposal from AJ Gallagher Risk Management Services. The renewal premium was at a 3% decrease from the 2015 rate, resulting in a savings of \$458 and coming in at \$876 less than budgeted for in 2016. On a motion duly made, the 2016 insurance renewal was approved. Management was authorized to pay the 2016 premium in full by the date due.

## **COMMITTEE AND COMMUNITY REPORTS:**

### **Grounds and Maintenance Report-Barbara Smith:**

- Vehicular accident at Champion Forest at Cypresswood resulted in damaged irrigation and 10 plants. The driver fled the scene and has not been located. Estimated repair costs \$700 - \$1,000. The landscaper had been contacted to complete the repairs.

### **Architectural Report/Outstanding ACC- Harold Horton Jr.:**

Mr. Horton Jr. reviewed and approved nine ACC applications.

### **Neighborhood Watch-Jacque Kern & Wally Bircher:**

Mr. Bircher reported on behalf of Mrs. Kern that all was well.

### **Web-site Update- Laura Dougherty:**

Mrs. Smith reported on behalf of Mrs. Dougherty that she has revamped the website and it looks great.

### **Community Liaison-Wally Bircher & Paul Jackson:**

No report.

## **MANAGEMENT REPORT:**

### **Financial Statement Review-October 2015:**

Management reviewed the financial statements for the period ended October 31, 2015. On that date, the Association had a cash balance of \$229,350 in the operating fund and \$112,870 in the replacement fund and Accounts Receivable of \$34,268. For the months ended October 31, 2015, the Association had total revenue of \$403,021, total expenses of \$369,785 and operated at a surplus of \$33,236. The report was accepted.

### **Deed Restriction Enforcement:**

Management reported 297 open violations.

**SCHEDULING OF NEXT MEETING:**

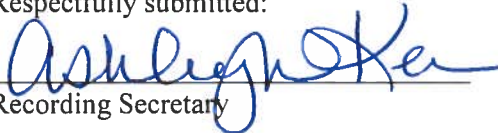
The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for January 27, 2016 at 5:30 PM and owners would be notified.

The Annual Meeting of the Members was scheduled for February 1, 2016 at 6:00 PM and owners would be provided written notice the first week of January.

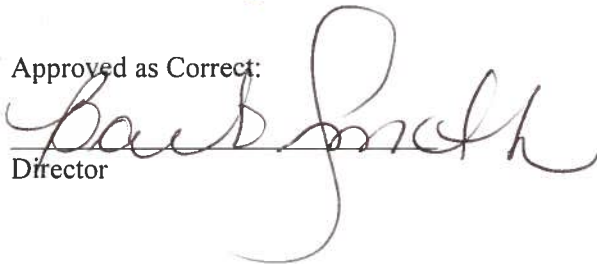
**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 7:45 PM.

Respectfully submitted:

  
Recording Secretary

Approved as Correct:

  
Director

1/27/16  
Date