

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.  
HELD ON FEBRUARY 24, 2016, AT 5:30 PM, AT CYPRESS FOREST PUD, AT 16215 CHAMPION  
FOREST DRIVE, SPRING, TEXAS 77379**

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**DIRECTORS PRESENT:**

Barbara Smith  
Harold Horton Jr.  
Paul Jackson  
Bruce Roloff  
Dana Khan

**IN ATTENDANCE:**

1 owner was present  
Sgt. Strain, Harris County Precinct 4 Constable Department  
Ashleigh Kern represented the Managing Agent, FirstService Residential

**CALL TO ORDER:**

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 5:30 PM by Mrs. Smith. The managing agent assisted in recording the meeting minutes.

The Pledge of Allegiance was recited.

**CONTRACT DEPUTY REPORT-SGT. STRAIN**

Sgt. Strain reported:

- 1 Family Disturbance-Rudgewick Lane
- 1 Burglary of Habitation-Appin Falls
- 1 Burglary of a Motor Vehicle-Asprey Ct
- 1 Burglary of a Motor Vehicle-Oxted Ln
- 1 Theft Other- Fenchurch Dr
- 1 Stolen Vehicle- Herts Rd
- 1 Stolen Vehicle- Stockport Dr
- 1 Runaway- Knightrider Dr
- 2 Other Calls- Delachase Circle/Hexham Dr

**PUD DISTRICT REPORT-TOM PETRICK**

Mr. Petrick reported:

- April 1, 2016 water rates increase by forty cents
- Studies of sewer pipes to be done
- No elections needed for PUD
- Bluebird boxes installed in Park
- Beavers chopped down two trees, wire mesh has been added to the remaining trees

**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 January 27, 2015 were approved.

**ELECTION OF OFFICERS:**

On motions duly made, the Board elected Barbara Smith as President; Paul Jackson as Vice President; Harold Horton, Jr. as Secretary; Bruce Roloff as Treasurer and Dana Khan as Director.

**APPOINTMENT OF COMMITTEES:**

On motions duly made, the following committee liaisons were appointed:

- Grounds & Maintenance – Paul Jackson
- ACC – Harold Horton
- Security – Dana Khan
- National Night Out – Gloria Black
- Website & Communication – Lauren Dougherty
- Neighborhood Watch –Jacque Kern

**CONSIDERATION OF 2015 AUDIT ENGAGEMENT LETTER:**

Management reviewed the 2015 audit engagement letter from O’Neal & Holmes. This item has been tabled as an audit is not requested at this time. Tax return engagement letter to be requested by management.

**COMMITTEE AND COMMUNITY REPORTS:**

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

- Esplanades are in good shape.
- Entrance plants are coming back healthy.
- Garden Club consideration of esplanade update.

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

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

**Neighborhood Watch-Jacque Kern:**

Mrs. Smith reported on behalf of Mrs. Kern that an interview with an officer was submitted for the Forest Newsletter.

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

Mrs. Smith reported on behalf of Mrs. Dougherty that the website has been updated and looks great.

**Community Liaison- Paul Jackson:**

No report.

**MANAGEMENT REPORT:**

**Financial Statement Review-January 2016:**

Management reviewed the financial statements for the period ended January 31, 2016. On that date, the Association had a cash balance of \$426,956 in the operating fund and \$131,504 in the replacement fund. For the months ended January 31, 2016, the Association had total revenue of \$53,231 and total expenses of \$54,992. The report was accepted.

**Deed Restriction Enforcement:**

Management reported 165 open violations.

**SCHEDULING OF NEXT MEETING:**

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for March 23, 2016 at 5:30 PM and owners would be notified.

**ADJOURN TO EXECUTIVE SESSION**

The Board adjourned to executive session to discuss legal matters and owner account requests.

**RECONVENE IN OPEN SESSION**

Following the Executive Session, the regular meeting of the Board of Directors reconvened. No owners were present for the meeting.

On a motion duly made, the Board authorized the attorney to move forward with the collection of delinquent assessments for four owners and denied two proposed payment plans.

**ADJOURNMENT:**

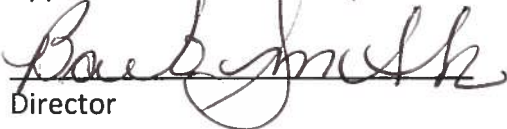
There being no further business, the meeting was adjourned at 7:30 PM.

Respectfully submitted:



Recording Secretary

Approved as Correct:



Director

3/23/16

Date