

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.  
HELD ON OCTOBER 25, 2017 AT 5:30 PM, AT CYPRESS FOREST PUD, AT 16215 CHAMPION  
FOREST DRIVE, SPRING, TEXAS 77379**

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**DIRECTORS PRESENT:**

Barbara Smith, President  
Dana Khan, Vice President  
Bruce Roloff, Secretary / Treasurer  
Tom Dougherty  
Gloria Black

**IN ATTENDANCE:**

7 owners present  
Ashleigh Kern and Christopher Williams 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 5:32 PM by Mrs. Smith. The managing agent assisted in recording the meeting minutes.

The Pledge of Allegiance was recited.

**OWNER FORUM**

The following items were discussed:

- PUD helping with sink hole.
- Section 11 is working on the potential merger with Champion Forest Fund, Inc.

**CONTRACT DEPUTY REPORT-SGT. STRAIN**

Sgt. Strain reported:

- 4 Theft Other- Parish Hall Drive, Redchurch Drive, Landau Park Lane, Crystal Creek Court
- 1 Criminal Mischief- Salmon Lane
- 7 Other Calls- Appin Falls Drive, Godstone Lane, Cypresswood Drive, Redchurch Drive

Sgt. Strain and staff are preparing the response time report for review. The average response time is estimated at 7 minutes.

**PUD DISTRICT REPORT-GREG DICIOCCIO**

Mr. Petrick reported on behalf of Mr. Dicioccio:

- Flooded debris cleanup is still underway. PUD will clean up streets once completed.
- Working with FEMA on Park damages to fund the needed repairs.
- October 12, 2017 both plants were back up and running and pumping pressure back to Champion Forest Fund owners. Estimated \$300,000 in repairs

**CONSIDERATION OF THE MINUTES:**

On a motion duly made, the minutes of the Board Meeting held July 26, 2017 and September 27, 2017 were approved.

**RATIFICATIONS OF ACTIONS TAKEN BETWEEN MEETINGS:**

In an effort to expedite performance of the obligations of the Association between meetings of the Board of Directors, all of the Board members individually agreed to the following actions: approval of the Disaster Recovery Resolution and irrigation and rut repairs by BellaTerra. On a motion duly made, said actions were ratified and approved.

**CONSIDERATION OF:**

**Brick Wall Repairs-Cypresswood**

On a motion duly made, the Board approved the Supreme Home Builder Proposal.

**Debit Card for NNO Expenses**

On a motion duly made, the Board denied the request for a debit card to use for NNO expenses

**Reserve Study**

The Board requested that management obtain a bid to have a reserve study done for the Association.

**COMMITTEE AND COMMUNITY REPORTS:**

**Grounds and Maintenance Report- Dana Khan:**

- Contacting BellaTerra to request further information on treatment done to brick walls.
- All preapproved items have been completed; mulch, tree removal and installation of fall plantings.
- 150 trees received by Dave Normand; 9 trees will be placed on esplanades throughout community.
- 3 trees are dying from the flooding.
- 2 new trees have been dedicated by owners and will be installed on esplanades.

**Architectural Report/Outstanding ACC-Management- Tom Dougherty:**

Mr. Dougherty reported that there were no new applications submitted for the month of September.

**Neighborhood Watch-Barbara Smith:**

No report.

**Web-site Update- Tom Dougherty:**

Mr. Dougherty presented a report with information provided by FirstService Residential Web Administrator and the current website administrator, Marquardt Consulting. The Board will review the information provided and discuss at a later date.

Community Liaison/Social Committee:

Mrs. Black reported that National Night Out was a success and thanked Mrs. Smith for organizing the event.

MANAGEMENT REPORT:

Financial Statement Review-September 2017:

Management reviewed the financial statements for the period ended September 30, 2017. On that date, the Association had a cash balance of \$382,115 in the operating fund and \$151,334 in the replacement fund. For the months ended September 30, 2017, the Association had total revenue of \$390,604 and total expenses of \$357,931 operating at a surplus of \$32,673. The report was accepted.

Deed Restriction Enforcement:

Management reported that the association had 176 open violations.

SCHEDULING OF NEXT MEETING:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for December 13, 2017 at 5:30 PM and owners would be notified.

ADJOURN TO EXECUTIVE SESSION

The Board adjourned to executive session at 6:58 PM, to review collections, deed restriction violations and any other matters to be discussed and disposition of same.

RECONVENE IN OPEN SESSION


At 6:58P.M. The Board adjourned into executive session to review collections, deed restriction violations and any other matters to be discussed and disposition of same.

The Board also met with Christopher Williams from First Service Residential to discuss the need to improve the service delivery from First Service Residential. Mr. Williams acknowledged the Board's dissatisfaction and will work on an improvement plan to present to the Board.

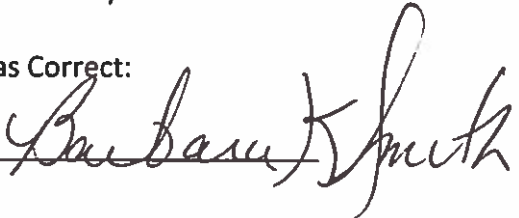
ADJOURNMENT:

There being no further business to come before those present, a Motion was made and Seconded to adjourn the meeting at 8:02 p.m.

Respectfully submitted:

  
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Recording Secretary

Approved as Correct:

  
\_\_\_\_\_  
Director

3/1/18  
Date