

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.  
HELD ON SEPTEMBER 26, 2018, 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  
Tom Dougherty, Vice President  
Bruce Roloff, Treasurer  
Dan Westover, Director  
Mary Mathews, Director

**IN ATTENDANCE:**

One PUD Board Member  
Travis McDonald 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 5:35 PM by Mrs. Smith. The Managing Agent assisted in recording the meeting minutes.

The Pledge of Allegiance was recited.

**CONTRACT DEPUTY REPORT-SGT. STRAIN**

Lieut. Cohen reported:

- One (1) Disturbance Family on Appin Falls Dr.
- One (1) Disturbance Other on New Forest Rd.
- One (1) Suspicious Persons on Cypresswood Dr.
- One (1) Runaways on Godstone Ln.
- Seven (7) Other Calls on Cypresswood Dr., Morningbrook Dr., Rudgewick Ln., Lake Sterling Gate Dr., and Tranquil Park Dr.

**PUD DISTRICT REPORT-GREG DICIOCCIO**

Mr. Dicioccio reported:

- Contractor for sanitary sewer repair will begin October 1, 2018 in section 1 & 2. First two weeks consist of meeting with owners to take pictures of easements. Once contractor meets with owners, work will commence. Section one pipes will be cleaned only; section two will consist of rehab and cleaning. Contractor will communicate with all owners and will replace damaged plants & fencing.

**CONSIDERATION OF THE MINUTES:**

On a motion duly made, the minutes of the Board Meeting held July 25, 2018, were approved.

**COMMITTEE AND COMMUNITY REPORTS:**

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

Mrs. Smith reported a bid was obtained to clean all thirteen signs within the association for \$130. The board approved the bid.

**Architectural Report/Outstanding ACC-Management-Dan Westover:**

Mr. Westover reported August 24<sup>th</sup> through September 14<sup>th</sup> there were 5 architectural review applications submitted and approved. Applications included but not limited to door replacement, siding replacement, and exterior painting.

**Champion Forest Safety & Security -Barbara Smith:**

Mrs. Smith reported the new officer is Sergeant Hales.

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

Mr. Dougherty reported the new website is still in progress.

**Community Liaison/Social Committee-Gloria Black:**

Mrs. Smith reported National Night Out will be held October 2<sup>nd</sup> at Brill Elementary and Civic Club contributed \$1000.

**MANAGEMENT REPORT:**

**Financial Statement Review Ending-August 2018:**

The operating account had \$462,164 and the reserve account had \$133,918. Year-to-date income exceeded expenses by \$32,415.

**Deed Restriction Enforcement:**

During the month of August there were 54 violations. Violations included but not limited to exterior maintenance & repair, landscaping, and unauthorized parking of trailers & recreational vehicles.

**Contribution:**

Management contributed \$250 in support of National Night Out.

**SCHEDULING OF NEXT MEETING:**

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for October 24, 2018, at 5:30 PM.

**ADJOURN TO EXECUTIVE SESSION**

The Board adjourned to executive session to discuss one legal reports, accounts receivable, and discuss the financial analysis of CD & Money Market Rates to potentially invest in.

**RECONVENE IN OPEN SESSION**

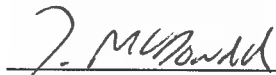
During Executive Session, the Board of Directors approved the following:

- Management contract addendum including a 60 day termination without penalty.
- A \$250 donation to the Brill Elementary carnival
- Transfer 76.8% of operating funds into two money market accounts and transfer 100% of the reserve funds into a money market account with a higher interest rate.

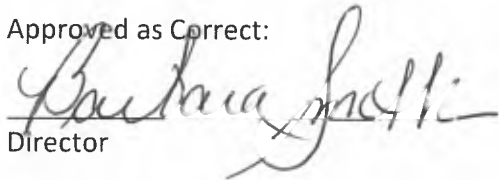
**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:30 PM.

Respectfully submitted:

  
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Recording Secretary

Approved as Correct:

  
Director

10/24/18  
Date