

**MINUTES OF THE MEETING OF THE MEMBERS OF CHAMPION FOREST FUND, INC. HELD ON
FEBRUARY 6, 2017, AT 6:00 PM, AT CYPRESS FOREST PUD, AT 16215 CHAMPION FOREST
DRIVE, SPRING, TEXAS 77379**

DIRECTORS PRESENT:

Barbara Smith, President
Paul Jackson, Vice President
Harold Horton Jr., Secretary
Bruce Roloff, Treasurer
Dana Khan, Director

IN ATTENDANCE:

159 Owners were present in person or by proxy
Constable Mark Herman
Ashleigh Kern, Joni Pursley, Mercy Frank, Alex Chavez, and Sharrell Drawsand represented
the Managing Agent, FirstService Residential.

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being certified as present in
person or by proxy, the meeting was called to order at 6:03 PM by Mrs. Smith. The managing
agent assisted in recording the minutes.

The Pledge of Allegiance was recited.

INTRODUCTIONS:

Mrs. Smith welcomed owners present and introduced the members of the Board and
FirstService Residential staff and noted their committee representation.

CONSIDERATION OF PREVIOUS MEETING MINUTES:

On a motion duly made, the minutes of the Annual Meeting of the Members held on February 1,
2016 were approved as presented.

FOURTH AMENDMENT TO THE BYLAWS:

Management reviewed the proposed Fourth Amendment to the Bylaws granting the Board
authority to set the date and time of the Annual Meeting. Mrs. Smith called for a vote
amongst owners present, all were in favor and the amendment was approved.

DISCUSSION OF:

Section 11 Merger:

Mrs. Smith reviewed the following:

- Don Hand, Developer of Section 11, made contact with Mrs. Smith to request the merger
of Section 11 to Champion Forest Fund, Inc.
- At Boards request, Management made contact with association attorney, Holt & Young,
to make contact with Mr. Hand to provide guidelines to complete the merger properly.
- Mr. Hand will need to hold an Annual Meeting, elect a homeowner Board, vote on merger
at Annual meeting, provide financial statements for at least three (3) years prior, etc.

This item was tabled until further information has been provided on the merger process and will be reviewed at a later date.

Declaration Amendments:

Mrs. Smith reviewed the potential declaration amendments:

- In the near future, the Board will request the authority to raise the annual assessment, if necessary expenses require, by up to 5% annually. Mrs. Smith explained that the CF Fund is currently operating at a surplus but that the current budget will not cover future expenses.
- Owners requested that the Board be given the authority to set construction hours within the community. Harris County currently has a construction restriction of 6:00 AM and will supersede the association declarations.

NOMINATIONS/VOTING/COLLECTION OF BALLOTS:

Management stated that the election would be for three Directors for two year terms and introduced the candidates who had agreed to stand for election: Barbara Smith, Tom Dougherty, Paula Palm and Gloria Black. Each candidate introduced themselves and gave a brief biography. Paula Palm withdrew nomination.

Management called for nominations from the floor. There being no nominations from the floor, the nominations were closed and Barbara Smith, Tom Dougherty and Gloria Black were elected by acclamation.

Mrs. Smith was recognized by the Champion Forest PUD, Champion Forest Women's Club and the Champion Forest Garden Club for always wearing her "many hats" with a smile and keeping Champion Forest Fund, Inc. beautiful!

BOARD REPORTS & GUEST SPEAKERS:

Architectural Control: Mr. Harold Horton reviewed the process for submitting applications to obtain approval for all exterior home improvements. Mr. Horton reported that 81 applications had been submitted in 2016 with 3 of them being denied.

Safety & Security: Constable Mark Herman introduced the team of officers that patrol the association and surrounding areas to the owners. Sargent Aaron Strain reported law enforcement updates and recent happenings from the office of Harris County Constable Precinct 4.

Neighborhood Watch: Mrs. Smith thanked Dana Khan, Jackie Kern and Gloria Black for their assistance with the Neighborhood Watch Program and National Night Out Events.

Mrs. Khan reported that her and Mrs. Kern are working on the following projects for 2017:

- In works with the Civic Club to finance standard curb numbers for all owners
- Exploring effectiveness of adding entry cameras and crime prevention programs
- Meeting with Sgt. Strain to discuss effective plans to follow for crime prevention and Neighborhood Watch Programs

Grounds and Maintenance: Mrs. Smith introduced Matt Snider with BellaTerra Care. Mr. Snider reviewed the scope of landscape maintenance throughout the community. Mrs. Smith reviewed the action items under review for 2017:

- Esplanade tree trimming
- Brick wall repairs
- Replanting of damaged gardens
- Tree replacement

PUD: Greg Dicioccio reviewed the following items:

- Repairs were to be made to the detention basin in April 2017.
- Evaluated sewer systems in Sections 1 & 2 and bid packages are being prepared for review by the PUD.
- Provided meeting information for Raveneaux development.
- Storms in 2016 caused major erosion damage to the park area, estimated at \$500,000. FEMA to fund 75% of repairs needed.
- Trees of Houston donated trees for park installation. BellaTerra will plant donated trees.
- Water rate increase by \$0.50 due to Houston's rapid growth.

MANAGEMENT REPORT:

Financial Statement Review-December 2016:

Management reviewed the financial statements for the period ended December 31, 2016. On that date, the Association had a cash balance of \$335,031 in the operating fund. For the months ended December 31, 2016, the Association had total revenue of \$491,627 and total expenses of \$412,408. For the months ended December 31, 2016, the Association had an accounts receivable balance of \$27,308 resulting in a 5% delinquency rate.

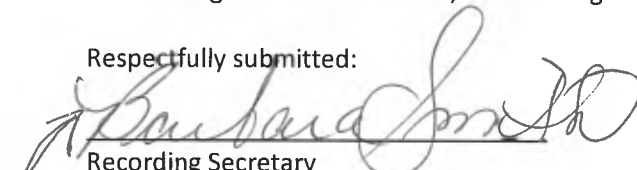
CLOSING COMMENTS:

Mrs. Smith thanked the Cypress Forest PUD, Champion Forest Garden Club, Champion Forest Women's Club, and the Champion Forest Civic Club. Mrs. Smith asked that owners stay informed by visiting the association website, signing up for the CFConnect eblast system and attending monthly association Board meetings. She also asked for volunteers to the Board and/or committees, esplanade beautification and National Night Out. Mrs. Smith thanked everyone for attending.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:48 PM.

Respectfully submitted:


Recording Secretary

Approved as Correct:


Director

3/27/19
Date