

**MINUTES OF THE MEETING OF THE MEMBERS OF CHAMPION FOREST FUND, INC. HELD ON  
FEBRUARY 4, 2019, AT 6:00 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, Secretary/Treasurer  
Dan Westover, Director  
Mary Matthews, Director

**IN ATTENDANCE:**

176 Owners were present in person or by proxy  
Sgt. Aaron Strain  
Greg Dicioccio – PUD Rep.  
Travis McDonald, Courtney Martin, Diana Artale, and Lauryl Johnson 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 6:00 PM by Mrs. Smith. The managing  
agent assisted in recording the minutes.

**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 5,  
2018 were approved as presented.

**DECLARATION AMENDMENTS:**

Mr. Roloff announced that Champion Forest Fund governing documents need to be amended  
to allow the board the ability to increase the annual assessments. He also mentioned there  
would be educational town hall meetings for owner to better understand why the increase in  
assessment is needed.

**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, Myron Shemek,  
Mary Mathews, Paula Pham, and Paul Cox.

Management called for nominations from the floor. There being no additional nominations, the  
nominations were closed. Barbara Smith, Mary Matthews and Myron Shemek were elected.

**BOARD REPORTS & GUEST SPEAKERS:**

Architectural Control: Mr. Westover announced there were 77 applications in 2018. The majority of them pertained to fence, windows, roof, and painting.

Website: Mr. Dougherty announced the new website is live.

Safety & Security: Sargent Aaron Strain reported law enforcement updates and recent happenings from the office of Harris County Constable Precinct 4 along with a comparison of changes in crime from 2017 - 2018.

Grounds and Maintenance: Mrs. Smith introduced Warren Campbell with BellaTerra Care. Mr. Campbell reviewed the scope of landscape maintenance throughout the community.

PUD: Greg Dicioccio reviewed the following items:

- Section 1 & 2 sewers are being relined
- The water plant is undergoing electrical upgrades with an elevated generator

**MANAGEMENT REPORT:**

Financial Statement Review-December 2018:

Management reported the following: As of December 31, 2018 the Association had a cash balance of \$381,147 in the operating fund and a cash balance of \$134,683 in the reserve fund. The Association had a total revenue of \$490,134 and total expenses of \$438,135 ending 2018 with a surplus of \$51,998. For the months ended December 31, 2018, the Association had an accounts receivable balance of \$56,105 resulting in a 7.75% delinquency rate.

**CLOSING COMMENTS:**

Mrs. Smith thanked the Cypress Forest PUD, Champion Forest Garden Club, Champion Forest Women's Club, Champion Forest Civic Club, and Harris County Constable Precinct 4 Officers. Mrs. Smith thanked everyone for attending.


**ADJOURNMENT:**

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

Respectfully submitted:

  
Recording Secretary

Approved as Correct:

  
Director

  
Date