

LAKEWOOD FOREST FUND, INC.

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF
LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, JULY 6, 2020 AT 7:00 PM AT
RUDY'S GRILL & CANTINA, 11760 GRANT ROAD, CYPRESS, TX 77429**

DIRECTORS PRESENT

Bob Lewis, President
Boe Bowen, Vice President
Bobbi Munz, Secretary
Scott Johnson, Treasurer
Christy Jones, Trustee
Sandy Matto, Trustee

DIRECTORS ABSENT

Paul Marshall, Trustee

IN ATTENDANCE

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.
Sergeant Westmoreland, Harris County Constable Precinct 4
(10) Resident(s)/guests present

**ESTABLISHMENT OF QUORUM, CALL TO ORDER AND ADOPTION OF AGENDA
OPEN MEETING SESSION**

Due to the notice of the meeting having been given and a quorum being present, the open meeting session was called to order at 7:00 pm with B. Lewis presiding and H. Flores assisting in recording the Minutes.

SECURITY REPORT

Sergeant Westmoreland provided an overview of incidents for Lakewood Forest during the month of June 2020 which included a total of 449 contract calls.

CONSIDERATION OF MEETING MINUTES

On a motion duly made by S. Johnson, seconded by B. Bowen, through unanimous vote, the open session meeting minutes for June 1, 2020 were approved as presented.

INDIVIDUAL TRUSTEES / COMMITTEE REPORTS

Community Outreach / Events Update: S. Matto, chairperson informed board of following:

- Due to cancellation of July 4th parade; considerations are being considered for contracting Southern Ice Cream for Labor Day weekend
- Discussed upcoming Elvis event scheduled for October 3rd

Ian Schraeder of Boy Scout 469 did a presentation in regards to constructing a flag retirement box which would be available to residents of Lakewood Forest.

TREASURER'S REPORT

Financial Overview: Financial information provided in Board Packet reflected the following:

Report Date: 06-30-2020

- Total Operating Fund: 846,036.44
- Total Reserve Fund: 825,015.96
- Total Community Projects Fund: 308,810.00
- Total Contingency Fund: 25,000.00
- YTD Income: 1,647,763.84
- YTD Operating Expenses: 910,175.33
- Collection Rate: 94% of annual assessment billed has been collected

NEW/OLD BUSINESS

- Board informed 2019 tax return electronically extended to November 15, 2020 and accepted by IRS on June 26, 2020.
- Board discussed erosion issue behind perimeter wall in patio home section reported by resident, M. Chidalek; tabled to allow for further research with Army Corp of Engineers or possible grant from Harris County Flood Control District.
- Board discussed condition of signage at commercial tract at intersection of Grant Road and Lakewood Forest Drive; tabled to allow Fund staff to discuss with commercial management company.
- Board notified that emergency repair was initiated on Malcomson Road perimeter wall at a cost of \$ 400.00.
- On a motion duly made by S. Johnson, seconded by C. Jones, through unanimous vote, the board approved Hardscape estimate 8432 in the amount of \$ 1,800.00 to demo and dispose of monument columns at the intersection of New Hampton and N. Eldridge which have been affected by the N. Eldridge traffic control project.
- On a motion duly made by S. Johnson, seconded by S. Matto, through unanimous vote, the board approved Yellowstone estimate dated 06-25-20 for creation of ten year tree plan in the amount of \$4,800.00 to be funded from the community project fund.
- Following projects were reviewed indicating timelines of project start dates:
(1) N. Eldridge Beautification (2) Grant/Cypresswood/Gardenglen Beautification
(3) Replacement of trees in monument wing walls (4) Dredging of HOA pond in Gardens of Lakewood Forest (5) Common area beautification at HOA pond in Gardens of Lakewood Forest
- Update given on Phase2B of Grant Road Wall Project; hydro-excavation to be utilized in this area versus auger drilling; landscape removal will be required, timeframe expected to take longer than previous phase

HOMEOWNER FORUM

- No discussion held

ADJOURNMENT OF OPEN MEETING SESSION

Open meeting session adjourned at 7:40 pm

SCHEDULING OF NEXT MEETING

The next meeting of the Board of Directors will be held on Monday, August 3rd at 7:00 pm with location to be determined.

RECAP OF EXECUTIVE SESSION

- Approval of prior month executive session meeting minutes
- Discussion held regarding providing managerial support for Civic Association at a cost of \$ 1,800.00 annually inclusive reimbursement costs
- Approval of filing (12) collection lawsuits due to owners being non-responsive to "Last Chance Letters with Original Petitions" which were already sent
- Settlement offer regarding abandoned home in probate
- Legal referral of (4) accounts due to outstanding compliance issues for lack of exterior lot maintenance and storing camper in subdivision on a recurring basis
- Approval of filing (1) deed restriction lawsuit due to lack of exterior lawn/lot maintenance, and parking commercial vehicle in subdivision on a recurring basis
- 2021 budget draft 01 presented for board review; tabled for further discussion in August
- Approval of Hardscape invoice 24978 in the amount of \$ 169,327.80 for phase 01 and 2a of Grant Road Wall Project

Approved



Date

8/3/20