

**LAKEWOOD FOREST FUND, INC.**

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF  
LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, AUGUST 5, 2019 AT 7:00 PM AT  
LAKEWOOD FOREST FUND OFFICE, 12415 LOUETTA ROAD, CYPRESS, TX 77429**

**DIRECTORS PRESENT**

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

**DIRECTORS ABSENT**

All Present

**IN ATTENDANCE**

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.  
Lieutenant Garza, Harris County Constable Precinct 4  
(10) Resident(s) present

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

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

**SECURITY REPORT**

Lieutenant Garza provided an overview of incidents for Lakewood Forest during the month of July 2019 which included a total of 364 contract calls.

**CONSIDERATION OF MEETING MINUTES**

On a motion duly made by S. Johnson, seconded by P. Marshall, through unanimous vote, the open session meeting minutes from July 1st, 2019 were approved as presented.

**INDIVIDUAL TRUSTEES / COMMITTEE REPORTS**

Community Outreach / Events Update:

S. Matto, chairperson, indicated the following:

- CERTS Team toured Houston Transtar facility
- Looking to schedule active shooter training
- Considerations being made for fall event depending on community calendar
- Santa event will be held December 7th

**TREASURER'S REPORT**

Financial Overview: Financial information as of July 31, 2019:

- Total Operating Fund: 652,281.16
- Total Reserve Fund: 715,425.72
- Total Community Projects Fund: 241,383.64
- YTD Income: 1,736,112.70
- YTD Operating Expenses: 1,061,248.49
- Collection Rate: 97.75%

## **NEW/OLD BUSINESS**

-Board notified of the following:

(a) Fund Office sent message about dilapidated psychic building at 12111 Louetta Road to Harris County Precinct 4, Commissioner Cagle's Office on 07-25-19 who in turn forwarded to Harris County Pollution Control Services for further evaluation

(b) Centerpoint Energy is replacing damaged or unstable utility poles throughout the area; HOA may file claims for any damage to the common areas where the new poles were delivered

(c) Representative from Fund Office attended GHC-CAI Educational Luncheon held on August 1<sup>st</sup> regarding deed restriction enforcement

-On a motion duly made by S. Matto, seconded by S. Johnson, through unanimous vote, the Board approved Encore Landscaping proposal in the amount of \$ 3,900.00 for landscape improvement/beautification of LED sign; to be funded from community projects

- On a motion duly made by P. Marshall, seconded by S. Johnson, through unanimous vote, the Board reviewed and had no objection to Verizon Wireless erecting a small cell antenna near the Kroger shopping center to improve coverage

- On a motion duly made by P. Marshall, seconded by S. Johnson, through unanimous vote, the Board approved installation of 100' communication antenna by Faulkey Gully Mud for new automated electronic meter system

- Board provided with stamped engineering drawings and given update in regards to Grant Road Wall Replacement Project

## **HOMEOWNER FORUM**

Owners and visitors addressed Board in regards to:

- Complaint regarding firework incident with neighbor occurring on July 4<sup>th</sup>
- Tree limbs covering street lights
- Stop signs being covered by neighboring tree limbs
- Request for more signs indicating Constable Patrol in neighborhood
- Mosquito spraying schedule

## **ADJOURNMENT OF OPEN MEETING SESSION I**

Open meeting session I adjourned at 7:40 pm

---

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

Due to the notice of the meeting having been given and a quorum being present, the open meeting session II was called to order at 9:07 pm with B. Lewis presiding and H. Flores assisting in recording the Minutes.

## **RECAP OF EXECUTIVE SESSION**

- Presentation by Lakewood Forest Civic Association regarding Fiscal Sponsorship vs Fiscal Agency
- Board discussed and reviewed the following:
  - \* Presentation by Lakewood Forest Civic Association
  - \* Executive session meeting minutes from July
  - \* Contract issue / Fee agreement from Edge Point
  - \* Collection matters: settlement offer from individual homeowner
  - \* ACC/DRV matters: legal referral of (3) accounts due to outstanding ACC/DRV matters
  - \* Demand letter regarding damage to Grant Road wall during expansion project
  - \* 2020 Budget Review / Second Draft
  - \* 2019 Final Audit completed by McCall Gibson Swedlund Barfoot PLLC
  - \* Trash and recycling proposals

**SCHEDULING OF NEXT MEETING**

The next Meeting of the Board of Directors will be held at the Lakewood Residents' Club, 15006 Lakewood Forest Drive, Houston, TX 77070 at 7:00 pm on Monday, September 9, 2019 to include 2020 Budget Review Meeting for Membership commencing at 6:15 pm.

**ADJOURNMENT OF OPEN MEETING SESSION II**

There being no further business to discuss, the open meeting session II adjourned at 9:10 pm.

A handwritten signature in black ink, appearing to be "S. M. H. T. D.", written over a horizontal line.

Approved

A handwritten date "9.9.19" in black ink, written over a horizontal line.

Date