

LAKEWOOD FOREST FUND, INC.

MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, MAY 02, 2022 AT 7:00 PM VIA ZOOM VIDEO CONFERENCE HOSTED BY BOARD OF TRUSTEES AT 12415 LOUETTA ROAD, CYPRESS TX 77429

DIRECTORS PRESENT

Bob Lewis, President
Boe Bowen, Vice President
Bobbi Munz, Secretary
Scott Johnson, Treasurer
Sandy Matto, Trustee
Martin Cuellar, Trustee
Christy Jones, Trustee (via ZOOM)

DIRECTORS ABSENT

All present

IN ATTENDANCE

Heidi Flores and Shannon Brandt, Lakewood Forest Fund, Inc.
Lieutenant Whiteley, Harris County Constable Precinct 4
Resident(s)/guests present via ZOOM (3)

ESTABLISHMENT OF QUORUM, CALL TO ORDER AND ADOPTION OF AGENDA

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

SECURITY REPORT

Monthly Contract Stats from Harris County Constable, Precinct 4 were reviewed which included a total of 285 contract calls for the month of April 2022.

CONSIDERATION OF OPEN SESSION MINUTES

On a motion duly made by S. Johnson, seconded by S. Matto, through unanimous vote, the open session meeting minutes for April 4, 2022 were approved as presented.

TREASURER'S REPORT

Financial Overview:

Report Date: April 30, 2022

- Operating Fund: 1,074,066.21
- Reserve Fund: 708,293.77
- Community Projects Fund: 107,098.90
- Community Projects Fund (Tree Fund for 2022): 7,050.00
- Total Contingency Fund: 25,000.00
- YTD Income: 1,736,438.97
- YTD Operating Expenses: 700,404.89

COMMITTEE REPORT

Updates were given by S. Matto, Community Events/Outreach Chairperson regarding the following:

- HAM Radio Class / CERTS Search and Radio Event held at Russ Poppe Family Park
- Bee and Butterfly initiative
- Lakewood Forest Civic Association Eggstravaganza
- 50th anniversary celebration of Lakewood Forest to be held at Lakewood Residents' Club on June 25th

NEW/OLD BUSINESS

- Discussions/announcements/reviews held regarding:

OB-01: Open Work Order Report

OB-02: Request from JS regarding newly constructed HOA fence on Lakeview Place; tabled

OB-03: Status update on insurance claim for damaged monument wall on N. Eldridge Pkwy near Louetta; tabled as Engle Martin waiting on Fund Office to provide bids/quotes from at least 3 contractors for repairs/replacement of the monument

NB-01: RFP-Monument wing wall replacement at Grant and Cypresswood;

NB-02: RFP-Monument wall replacement at N. Eldridge Pkwy near Louetta;

-Projects bid out to Hoggatt LP, Masonry Solutions, Hardscape, Brazo Sign Co., Monarch Signs & Graphics, Hardman Signs, SCA Sign Group, Signarama-Magnolia
-Tabled; awaiting bids

NB-03: 2021 Audit Draft from Cox CPA Services, Inc.; tabled awaiting final review by treasurer

NB-04: Encore Landscaping estimate 477 for repair/rehab of medians from Normont to Grant on N. Eldridge Pkwy

-On a motion duly made by B. Lewis, seconded by B. Bowen, through unanimous vote, the approved Encore Landscape estimate #477 dated 04-26-2022 in the amount of \$ 4,250.00 for landscaping improvements and irrigation system repair on common area medians on N. Eldridge Pkwy at Normont running to Grant Road

HOMEOWNER FORUM

Discussions held regarding minor deed restriction infractions, funding for Normont/Eldridge rehabilitation of common area medians and notification of price increase from Texas Pride Disposal.

ADJOURNMENT OF OPEN MEETING SESSION

Open meeting session adjourned at 7:31 pm.

SCHEDULING OF NEXT MEETING

The next scheduled meeting which will be held on Monday, June 6th via ZOOM video conference at 7:00 pm being hosted by Board of Trustees at Fund Office, 12415 Louetta Road, Cypress, TX 77429. Meeting ID: N490 416 5823 Passcode: 8Pk2mk

RECAP OF EXECUTIVE SESSION

-Call to Order at 7:35 PM.

-Consultation held with Law Firm of Rice and Rice regarding fine/fine policy and specific deed restriction enforcement issues.

-Approval of (8) accounts to be referred to legal due to outstanding compliance issues.

-Board provided email notification dated Wednesday, April 27th from Texas Pride Disposal indicating price adjustment of 11.60% with the goal of implementation for May services; approved for S. Johnson and H. Flores to develop an action plan with incoming proposals so as to make a recommendation either via email or next scheduled meeting.

-Board approved power washing and painting HOA perimeter wall running adjacent to 12218 Heatherwick Drive.

-Discussion held regarding dates for quarterly voluntary team building opportunities for board and staff.

-Board approved for H. Flores to attend M-340 Course being held in Boone, NC on August 11-12; costs to include tuition, airfare, rental car, hotel and meals not to exceed \$2K.

-In regards to (2) specific collection lawsuits, Board notified of email update from S. Rice dated April 7, indicating that judge is postponing foreclosures at this time to allow individuals additional time to recover from COVID.

-Ratification of email vote of April 14, 2022 to accept the settlement offer of \$ 8,500.00 for delinquent account/abandoned home (owner deceased) which will result in a bad debt write off of \$ 3,881.70 and additional cost of approximately \$200.00 to initiate a lien release.

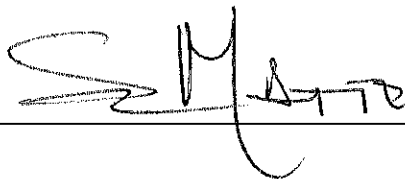
- In regards to a compliance issue, in addition to the TRO for the trailer and debris that the Board voted on at the last meeting, the Board also retroactively approved of the 209 letter that was sent to address all of the other violations, and the attorney pursuing those violations.

-Board notified of bad debt write off from owners account in the amount of \$ 2,865.97 per judge's order Cause No. 2021-29168; owner paid in full \$3,418.59.

-Executive session meeting minutes for April 4, 2022 were approved as presented.

-Adjournment at 8:48 PM.

Approved



Date

6/6/22