

LAKEWOOD FOREST FUND, INC.

MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, OCTOBER 4, 2021 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

DIRECTORS ABSENT

All Present

IN ATTENDANCE

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.
Lieutenant Daniel Garza, Harris County Constable Precinct 4
(6) Resident(s)/guests present via ZOOM

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 331 contract calls for the month of September 2021.

CONSIDERATION OF OPEN SESSION MINUTES

On a motion duly made by S. Johnson, seconded by B. Bowen, through unanimous vote, the open session meeting minutes for September 13, 2021 were approved as presented.

TREASURER'S REPORT

Financial Overview: Financial information provided in board packet reflected the below figures.

Report Date: September 30, 2021

- Total Operating Fund: 530,614.48
- Total Reserve Fund: 389,979.79
- Total Community Projects Fund: 268,707.56
- Total Contingency Fund: 25,000.00
- YTD Income: 1,836,648.96
- YTD Operating Expenses: 1,422,245.37
- Collection Rate: 99.25% of annual assessment billed has been collected

2022 BUDGET APPROVAL

On a motion duly made by S. Johnson, seconded by B. Bowen, through unanimous vote, the board approved the following:

- 2022 budget as presented with the 2022 annual maintenance rate set at \$ 655.00/per lot
- Subsidizing the reserve fund no later than end of fiscal year 2021 by transferring \$ 100K from the operating account and an additional transfer of \$100K to be initiated from the community project account

COMMITTEE REPORTS

Community Events/Outreach

Updates by S. Matto, chairperson:

- Eagle Scout Project /Flag Retirement Box completed by Ian Schraeder with box being located at Lakewood United Methodist Church in front of scout building
- HOA partnering with Lakewood Civic Association for National Night Out Event being held on October 9th; HOA providing hot dogs, chips, snacks, and drinks; requested volunteers
- Elvis and Santa Events are still in planning stages
- Hamilton Elementary School Atrium Beautification Project to be underway this month which involves power washing and implementing landscape design

NEW/OLD BUSINESS

- Review of listing of current open work orders as of October 4, 2021
- Board informed of the following:
 - a. Community shredd event to be hosted on Saturday, November 13th from 9 AM – 1 PM at Moore Elementary School
 - b. Pending receipt of signed 2022 billing agreement from Lakewood Forest Civic Association
 - c. 2022 fall seasonal color to be purchased through Lakewood Forest Garden Club; 55 flats at \$ 30.00/per flat with 10% discount; total cost is \$ 1,485.00
 - d. 2022 HOA monthly meeting dates are scheduled for Jan. 3rd, Feb. 28th (Annual), Mar. 7th, Apr. 4th, May 2nd, Jun. 6th, Jul. 11th, Aug. 1st, Sep. 12th, Oct. 3rd, Nov. 7th, Dec. 5th
 - e. 2022 Board Candidate Solicitation Notice has been posted on HOA website, October e-news, and to be posted in November e-news; trustees terms expiring at 2022 Annual Meeting are B. Lewis, B. Bowen, S. Matto
- On a motion duly made by S. Johnson, seconded by C. Jones, through unanimous vote, the board approved Encore Landscaping estimate # 455 dated 09/30/2021 in the amount of \$ 7,500.00 for mulch application of common areas

HOMEOWNER FORUM

Discussion held regarding 2022 budget and reserve funding.

ADJOURNMENT OF OPEN MEETING SESSION

Open meeting session adjourned at 7:37 pm.

SCHEDULING OF NEXT MEETING

The next meeting of the Board of Directors will be held on Monday, November 1st 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

- Approval of September 13 executive session meeting minutes
- Discussion with concerned resident regarding condition of home abandoned by investor during renovation project
- Approval to renew flood insurance policy through Wright National Flood Insurance Company with coverages “500K Building”, “250K Contents” at premium rate of \$ 3,428.00
- Board notified of minor flooding of interior storage room closet during recent rain event on October 1st; Servpro hired to perform water mitigation services. Board approved self pay for water mitigation services and obtaining a minimum of two bids for restoration.
- Board notified that Hudson Energy contract expired on September 30th and effective October 1st, contract with Engie Resources LLC commenced at a contract price of 0.04054 kwh.

-Deed restriction/ACC & Collection Matters; approval for:

- Filing of deed restriction lawsuit "TRO" for (1) account

-Discussion regarding personnel matters

Approved



Date

11-1-21