

LAKEWOOD FOREST FUND, INC.

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF
LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, JUNE 1, 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
Paul Marshall, Trustee
Sandy Matto, Trustee

DIRECTORS ABSENT

All present

IN ATTENDANCE

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.
Lieutenant Garza, Deputies Malik, McNeil, Rodriguez, Harris County Constable Precinct 4
(1) 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

Lieutenant Garza provided an overview of incidents for Lakewood Forest during the month of May 2020 which included a total of 391 contract calls. Recently assigned to Lakewood Forest contract, deputies Rodriguez and McNeil were introduced.

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 March 2, 2020 were approved as presented.

INDIVIDUAL TRUSTEES / COMMITTEE REPORTS

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

- Elvis event rescheduled from April to October 3rd, food to be catered by Spring Creek Barbeque
- Community Outreach during "Stay Home Work Home Order" consisted of lunch meals for Constables Precinct 4 and Cypress Creek Fire Department personnel
- Considerations are underway to contract "Southern Ice Cream" for 4th of July parade hosted by Civic Association

TREASURER'S REPORT

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

Report Date: 05-29-2020

- Total Operating Fund: 933,220.31
- Total Reserve Fund: 824,381.54
- Total Community Projects Fund: 310,357.29
- Total Contingency Fund: 25,000.00
- YTD Income: 1,603,072.39
- YTD Operating Expenses: 777,555.90
- Collection Rate: 93% of annual assessment billed has been collected

On a motion duly made by S. Johnson, seconded by P. Marshall, through unanimous vote, the board approved cashing Alliance Association Bank Certificate of Deposit #5502 maturing on June 18, 2020 and placing in ICS Sweep Reserve Account.

NEW/OLD BUSINESS

- Board information that all documentation for 2019 audit was submitted to McCall Gibson Swedlund Barfoot PLLC on May 20th; audit is underway
- On a motion duly made by B. Bowen, seconded by C. Jones, through unanimous vote, the board ratified electronic votes initiated during "Stay Home/Work Home Order"
 - a. Email vote of April 6, 2020: Approval of "Consent to Encroachment" received from legal counsel representing Lake Forest Utility District in regards to Grant Road Wall Project
 - b. Email vote of May 1, 2020: Application of insect control/weed management for common areas; Encore Landscaping estimate #385 dated April 29, 2020 in the amount of \$ 5,875.00
 - c. Email vote of May 7, 2020: Approval for S. Rice to draft agreement between Cypress Creek Emergency Medical Services (CCEMS) and Lakewood Forest Fund, Inc. for reimbursement to HOA in the amount of \$ 24,308.00 for construction of new perimeter wall on CCEMS property in conjunction with Hardscape estimate 8395 for additional material and labor needed for 206 linear feet.
- Discussion held regarding monument columns at N. Eldridge & New Hampton; tabled for consultation with landscape architect
- Discussion held regarding restriping of section of Fund/Constable parking lot due to sight restrictions; tabled for bid process
- Status Update regarding Grant Road Wall given to Board
 - a. Phase 1 running from Pine Road to Gardenglen Drive complete
 - b. End cap wing wall at Pine Road updated to match existing columns to include stucco and stone column end caps
 - c. End cap column at Gardenglen wing wall (east side) was removed and restacked so as to tie new wall into existing wing wall
 - d. Phase 2A in progress and expected to be completed within 3-4 weeks

HOMEOWNER FORUM

- Inquiry regarding Grant Road Wall and location for future wing wall at intersection of Grant Road and Cypresswood Drive

ADJOURNMENT OF OPEN MEETING SESSION

Open meeting session I adjourned at 7:48 pm

RECAP OF EXECUTIVE SESSION

- Board discussed and reviewed the following:
 - * Approval of prior month executive session meeting minutes
 - * Legal Services were bid to various firms; board voted to continue with Law Firm of Rice and Rice
 - * Discussion held regarding initiating ten year tree plan and improving common area in patio home area by association pond
 - * Legal referral of (3) accounts due to outstanding compliance issues for lack of lawn and exterior maintenance, fence deterioration and inoperable commercial vehicle
 - * Approval of filing (3) deed restriction lawsuits due non-compliance on numerous issues.
 - * Enforcement of corrugated bandit signage placed out during height of COVID-19 pandemic
 - * Personnel changes
 - * Approval for creation of new website and presentation of (5) logo designs at a cost of \$ 1,800.00
 - * Billing for Civic Association in 2021

SCHEDULING OF NEXT MEETING

The next meeting of the Board of Directors will be held at the Rudy's Grill & Cantina, 11760 Grant Rd, Cypress, TX 77429 at 7:00 pm on Monday, July 6, 2020 commencing at 7:00 pm.

ADJOURNMENT

There being no further business to discuss, the open meeting session II adjourned at 8:49 pm.

Approved



Date

7/6/20