



**AGENDA FOR APRIL 2021 MONTHLY MEETING OF BOARD OF TRUSTEES**

*This agenda serves as notice to all owners of Lakewood Forest Fund, Inc. that a Meeting of the Board of Trustees is scheduled as noted below to review and discuss the listed topics and business of association.*

**Monday, April 5, 2021 – Open Session commences via ZOOM @ 7:00 PM**

**Meeting ID: 490 416 5823    Passcode: 8Pk2mk**

Residents may attend open session via zoom video conference only as this will ensure that meeting attendance does not exceed groups larger than 10 and will allow board members to maintain six feet of social distancing from one another.

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**OPEN SESSION**

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| 7:00         | -Establishment of Quorum, Call to Order, & Adoption of Agenda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 7:00 to 7:05 | -Read ZOOM guidelines aloud to membership/posted on website; C. Jones                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 7:05 to 7:15 | -Security Report by HCPCT4 Constables                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 7:15 to 7:20 | -Consideration of Open Session Minutes of Prior Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 7:20 to 7:25 | -Community Events/Outreach Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 7:25 to 7:30 | -Treasurer's Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 7:30 to 7:40 | -New/Old Business <ul style="list-style-type: none"><li>NB-01: LOA to Commissioner Cagle for tree donation</li><li>NB-02: Trustee Resolutions</li><li>OB-01: Reserve Advisors Proposal dated 03-09-2021 for reserve study update</li><li>OB-02: Offer Letter from PAS Property Acquisition Services, LLC regarding Offer to Purchase Right of Way and Easement Parcels: 28E3-2 &amp; 28E3-3 on Lakewood Forest Drive by patio home section</li><li>OB-03: Q&amp;A regarding Bandit Sign Training Program held on March 30<sup>th</sup> by Harris County Attorney's Office</li><li>OB-04: Update on Grant Road Wall Project</li></ul> |
| 7:40 to 7:50 | -Homeowner Forum <p><i>During open forum, individuals may not address the board in respects to private collection or deed restriction matters or complaints regarding Fund personnel. Private hearings are held every month in Executive Session to address these issues. A hearing can be scheduled by contacting the Fund Office. Due to time constraints, each resident is allotted approximately 3 minutes discussion time.</i></p>                                                                                                                                                                                              |
| 7:50         | -Notification of next meeting: Monday, May 3rd, to be held via Zoom video conference (Meeting ID: 490-416-5823, Passcode: 8Pk2mk); adjournment of Open Session, reconvene in Executive Session                                                                                                                                                                                                                                                                                                                                                                                                                                       |

**EXECUTIVE SESSION**

*An HOA Board may convene in executive session and exclude members to discuss personnel matters, attorney-client privileged communications, litigation, private owner information or matters involving an owner's request for confidentiality, contract deliberations or enforcement actions. Decisions made in executive session will be generally stated and noted in the open session meeting minutes.*

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| 7:55         | -Establishment of Quorum & Call to Order                                                                                                                                |
| 7:55 to 8:00 | -Consideration of Executive Session Minutes of Prior Meeting(s)                                                                                                         |
| 8:00 to 8:10 | -Scheduled Executive Session Hearings / Meetings                                                                                                                        |
| 8:10 to 8:30 | -Executive Session Matters: Owner Complaints, Insurance Related Matters, Contract Issues, Collection Matters, ACC & Deed Restriction Matters, Pending Litigation, Other |
| 8:30         | -Adjourn Executive Session /Recap                                                                                                                                       |