

LAKEWOOD FOREST FUND, INC.

MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, SEPTEMBER 9, 2019 AT 7:00 PM AT LAKEWOOD FOREST RESIDENTS' CLUB, 15006 LAKEWOOD FOREST DRIVE, HOUSTON, TX 77070

DIRECTORS PRESENT

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

DIRECTORS ABSENT

Bobbi Munz, Secretary

IN ATTENDANCE

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.
Susie Rice, Law Offices of M. Susan Rice
Lieutenant Garza, Harris County Constable Precinct 4
(12) 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 August 2019 which included a total of 360 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 August 5th, 2019 were approved as presented.

INDIVIDUAL TRUSTEES / COMMITTEE REPORTS

Community Outreach / Events Update:

S. Matto, chairperson, discussed the following:

- Bee & butterfly initiative for elementary schools servicing Lakewood Forest students
- Boy Scout Troop/flag retirement box
- Santa event
- 2020 events calendar
- 2019 National Night Out Event being hosted by Lakewood Forest Civic Association

TREASURER'S REPORT

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

- Total Operating Fund: 596,215.51
- Total Reserve Fund: 715,425.72
- Total Community Projects Fund: 241,383.64
- YTD Income: 1,758,713.64
- YTD Operating Expenses: 1,177,898.43
- Collection Rate: 98.38%

NEW/OLD BUSINESS

-Board notified of the following:

- * 2018 federal tax return was e-filed, acknowledged and accepted by IRS on 08-28-19
- * Cypress Creek Pest Control able to provide ping report when requested and future upgrades include dash cams
- * Landscape improvements at the Fund Office by the LED sign approved in August were completed at a cost of \$ 3,900.00
- * Fund Office sent detailed correspondence regarding upcoming Grant Road Wall Replacement Project to affected owners; will continue to communicate via email blast, mail and door knockers

HOMEOWNER FORUM

Owners and visitors addressed Board in regards to:

- Grant Road Wall Replacement Project; summary overview provided
- Work being conducted on Faulkey Gully
- Monument wall plans for Cypresswood Drive & Grant Road
- Girl Scout Project / Library Boxes for common area

ADJOURNMENT OF OPEN MEETING SESSION I

Open meeting session I adjourned at 7:36 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 8:14 pm with B. Lewis presiding and H. Flores assisting in recording the Minutes.

RECAP OF EXECUTIVE SESSION

- Board discussed and reviewed the following:

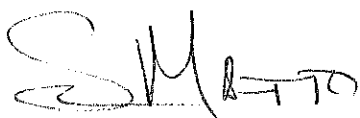
- * Owner complaint regarding trash/landscape debris
- * Executive session meeting minutes from August
- * Grant Road Wall Replacement Project – Certificate of Insurance, Performance Bond, Traffic Plan
- * Replacement of deteriorated fence at abandoned house due to exposed pool; cost to The Fund is \$ 1,648.55 to be billed back to respective HOA account
- * Trash and recycling contract cancelled with current provider due to continued performance issues and notification of \$ 313K/annual increase effective 01-01-2020
- * Initiation of new contract with Texas Pride Disposal for trash/recycling hauling services at a cost of \$ 17.05/per home per month; annual cost is \$ 535,233.60
- * Billing and collecting services in 2020 for Lakewood Forest Civic Association; board opted not to provide this service as entities were unable to negotiate a collective agreement
- * Refurbishment of Christmas swags at a cost not to exceed \$ 3K to be funded from operating account
- * Replacement of deteriorated wing wall lightning at a cost not to exceed \$ 7,500 excluding installation to be funded from community projects fund
- * HOA to cover educational/travel expenses for M300 course for General Manager

SCHEDULING OF NEXT MEETING

The next meeting of the Board of Directors will be held at the Lakewood Forest Fund Office, 12415 Louetta Rd, Cypress, TX 77429 at 7:00 pm on Monday, October 7, 2019 commencing at 7:00 pm.

ADJOURNMENT OF OPEN MEETING SESSION II

There being no further business to discuss, the open meeting session II adjourned at 8:25 pm.



Approved



Date