

**LAKWOOD FOREST FUND, INC.**

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF  
LAKWOOD FOREST FUND, INC. HELD ON MONDAY, JANUARY 13, 2020 AT 7:00 PM AT  
LAKWOOD FOREST FUND OFFICE, 12415 LOUETTA 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, Deputy Malik, Harris County Constable Precinct 4  
Jim Robertson, Chairman, Cypress Creek Greenway Project  
(7) Resident(s)/guests 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 December 2019 which included a total of 336 contract calls.

**CONSIDERATION OF MEETING MINUTES**

On a motion duly made by C. Jones, seconded by S. Johnson, through unanimous vote, the open session meeting minutes for December 2, 2019 were approved as presented.

**INDIVIDUAL TRUSTEES / COMMITTEE REPORTS**

Community Outreach / Events Update: Chairperson, S. Matto, to speak with both Lakewood Civic Association and Lakewood Residents' Club in February to gauge interest in partnering on 2020 events. Interest received in regards to Boy Scout project for building flag retirement box.

**TREASURER'S REPORT**

Financial Overview: Financial information provided in December 2019 Board Packet reflected the following:

- Total Operating Fund: 663,187.23
- Total Reserve Fund: 719,347.04
- Total Community Projects Fund: 309,958.42
- Total Prepaid Owner Assessments: 570,954.16
- YTD Income: 1,835,039.10
- YTD Operating Expenses: 1,778,629.47
- Collection Rate: 99.85%

### **NEW/OLD BUSINESS**

- Discussion held in regards to unsanctioned bike jumps erected directly adjacent to association concrete slab perimeter wall located on Harris County Flood Control Property behind "Gardens of Lakewood Forest" (patio homes); deferred for further discussion in Executive Session.
- Fraud questionnaire from McCall Gibson Swedlund Barfoot PLLC distributed to board members for review and appropriate action in preparation for 2019 audit.
- Board informed that several engineering firms declined to bid on consultation services for phase 1 of Grant Road Wall Project; Fund Office contacted legal counsel requesting recommendation for law/engineering firms that specialize in "Right of Way/Easement" issues. Additional discussion deferred to Executive Session.

### **HOMEOWNER FORUM**

- Request for streetlight replacement at Cypresswood and Grant Road due to original light being removed during expansion project
- Inquiry regarding budgeting of legal fees affiliated with perimeter wall replacement project

### **ADJOURNMENT OF OPEN MEETING SESSION I**

Open meeting session I adjourned at 7:32 pm

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### **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 8:11 pm with B. Lewis presiding and H. Flores assisting in recording the Minutes.

### **RECAP OF EXECUTIVE SESSION**

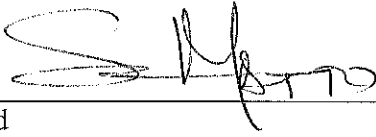
- Board discussed and reviewed the following:
  - \* Approval of prior month executive session meeting minutes
  - \* Insurance premiums for 2020 which were paid; Directors & Officers \$10,067.00, Commercial Auto \$229.00; TCPP \$22,634.00
  - \* Association property appraisal conducted by Mike Stone Associates initiated and paid for by Higginbotham Insurance
  - \* Approval of 2020 Cypress Creek Mosquito Control Agreement at cost of \$ 160.00/per spray
  - \* Settlement offer from owner regarding legal fees in regards to deed restriction violation
  - \* Approval for filing of TRO in regards to recurring parking of commercial vehicles in subdivision after hours
  - \* Legal referral of (11) accounts due to outstanding compliance issues for lack of exterior lot maintenance, using lot/home for commercial purposes, recurring parking of trailer and commercial vehicles in subdivision
  - \* Approval for legal counsel representing The Fund to address Harris County Flood Control of unsanctioned jumps placed directly adjacent to HOA concrete slab perimeter wall by CC MTB; Board requesting indemnification from any injuries and/or death resulting from riders colliding with HOA wall
  - \* Grant Road Wall Replacement – Phase 1
  - \* Approval for installation of privacy material on temporary chain link fence at a cost of up to \$5K to conceal backyards of affected residents

**SCHEDULING OF NEXT MEETING**

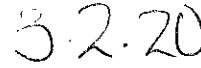
The next meeting of the Board of Directors will be held at the Lakewood Forest Fund Office, 12415 Louetta Rd, Cypress, TX 77429 at 7:00 pm on Monday, March 3, 2020 commencing at 7:00 pm.

**ADJOURNMENT OF OPEN MEETING SESSION II**

There being no further business to discuss, the open meeting session II adjourned at 8:15 pm.

A handwritten signature in black ink, appearing to be "S. H. ...", written over a horizontal line.

Approved

A handwritten date "3.2.20" in black ink, written above a horizontal line.

Date