

LAKWOOD FOREST FUND, INC.

MINUTES OF THE 2022 ANNUAL MEETING OF MEMBERS OF LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, FEBRUARY 28, 2022 AT 7:00 PM VIA ZOOM VIDEO CONFERENCE HOSTED BY BOARD OF TRUSTEES AT LAKEWOOD FOREST FUND OFFICE, 12415 LOUETTA ROAD, CYPRESS, TX 77429

TRUSTEES PRESENT

Bob Lewis, President
Boe Bowen, Vice President
Bobbi Munz, Secretary
Scott Johnson, Treasurer
Christy Jones, Trustee
Martin Cuellar, Trustee (via video conference)
Sandy Matto, Trustee and Community Events/Outreach Chair

IN ATTENDANCE

Heidi Flores and Shannon Brandt, Staff – Lakewood Forest Fund, Inc.

In Attendance Via Video Conference

Suzy Rice, Law Firm of Rice and Rice – Legal Counsel representing Lakewood Forest Fund, Inc.
Captain Garza and Lieutenant Whiteley – Harris County Constable Precinct 4
Residents logged in live via ZOOM excluding trustees: (10)

Per Chapter 209.00592 of the Texas Property Code, an absentee or electronic ballot may be counted as an owner present and voting for the purpose of establishing a quorum only for items appearing on the ballot. At the 2022 Annual Meeting of Members for Lakewood Forest Fund, Inc. quorum was achieved through 18.34% (480) of the members being present.

ESTABLISHMENT OF QUORUM AND CALL TO ORDER

Due to the notice of the meeting having been given and a quorum being present, the 2022 Annual Meeting of Members was called to order at 7:00 pm with B. Lewis presiding and H. Flores assisting in recording the Minutes. Following the call to order, S. Brandt read aloud the ZOOM guidelines to the membership which were also posted on the home page of the association website.

INTRODUCTION OF BOARD OF TRUSTEES

B. Lewis introduced all members serving as trustees and thanked them for their continued volunteer efforts.

CONSTABLE REPORT

Captain Garza gave a recap of the contract stats for the year of 2021 and introduced Lieutenant Whiteley who was just assigned to Lakewood Constable substation in a supervisory position.

Calls taken were categorized as follows:

Burglary Habitation: 1	Burglary Vehicle: 9	Theft Habitation: 0
Theft Vehicle: 4	Theft Other: 7	Robbery: 1
Assault: 0	Sexual Assault: 0	Criminal Mischief: 9
Disturbance Family: 49	Disturbance Juvenile: 0	Disturbance Other: 4
Alarms: 126	Suspicious Vehicles: 79	Suspicious Persons: 71
Runaways: 4	Phone Harassment: 0	Other Calls: 5,682

REVIEW OF PRIOR YEAR MINUTES

S. Rice reviewed the 2021 Annual Meeting Minutes with the membership; the minutes were approved as presented.

YEAR IN REVIEW

Highlights of 2021 were given by several board members.

B. Lewis, President, discussed various projects regarding walls and fences in the community which are the responsibility of the association. Areas of presentation included:

- Completion of Grant Road Wall Project in April 2021 with a baseline cost of \$ 341,475.20 and final costs totaling \$ 502,251.25 with full funding from the association reserve account
- Structural integrity assessments of newly built Grant Road wall and Malcolmson/Heatherwick perimeter wall by SSP Engineering & Consulting
- Dick Taylor Lake Erosion repairs monitored and initiated by resident, M. Chidalek
- Considerations for replacement of common area fence separating The Woods School and Lakeview Place residents

C. Jones, Trustee, gave highlights of beautification and ongoing tree replacement initiatives in the community. In 2021, Lakewood Forest received approximately 80 native trees donated by Harris County Precinct 4 Parks Department through a grant from Apache Corporation which were planted in common areas throughout the neighborhood. In December, Lakewood Forest initiated it's first tree giveaway in which eighty- eight young native trees were adopted by area residents to plant at their home.

S. Matto, Trustee and Community Events/Outreach Chair gave a summary of the various community events and outreach programs held in 2021 through combined efforts of volunteers from both the Lakewood Forest Civic Association and Lakewood Forest Fund (HOA). Outreach programs included bee and butterfly initiatives at local elementary schools, sponsorship of the Lakewood Lightning Swim Team, luncheon for first responders and association volunteers, hosting Cypress Creek Civilian Emergency Response Team HAM Radio Operators class, sponsoring Eagle Scout Project for Ian Schraeder of Boy Scout Troop 469 who built a flag retirement box for the community, donating pampering products to military care package program organized by civic association and an atrium beautification project at Hamilton Elementary School. Community events included Egg-Stravaganza, Patriotic Parade, National Night Out, Breakfast with Santa, An Evening with Elvis, HOA Winter Tree Giveway, Spring and Fall Community Wide Garage Sales, and free Community Shred Event.

S. Johnson, Treasurer, explained the difference between the Reserve Fund and the Community Project Fund and detailed the funding and expenses for both of these accounts during the 2021 year along with year end balances.

Reserve Account

2021 Funding: \$ 328,254.73

2021 Expenses: \$ 383,790.39

Balance as of 12-31-2021: \$ 586,498.06

Community Projects Account

2021 Funding: \$ 558.23

2021 Expenses: \$ 149,962.50

Balance as of 12-31-2021: \$ 168,862.20

NOMINATION AND ELECTION OF TRUSTEES

S. Rice, informed the membership that due to quorum being present, an election of trustees will be held for three (3) open positions.

-Floor opened for nominations; no new nominations initiated

-Introductions were given by candidates running: Boe Bowen (incumbent), Robert W. Lewis "Bob" (incumbent). Sandy Matto (incumbent)

- S. Rice indicated to allow for nominations from the floor, submission of the 2022 proxy form or electronic ballots may be submitted no later than 12:00 AM PT, Tuesday, March 1st and gave avenues for submission

REVIEW OF SURVEY QUESTION REGARDING LOWERING OF SPEED LIMIT IN SUBDIVISION

B. Lewis reviewed the survey question which was being introduced to the membership to gauge interest in how many residents would be like to sign a petition to request that Harris County Commissioners Court lower the speed limit below 30 mph, but not less than 20 mph within Lakewood Forest subdivision as permitted by section 545.355 of the Texas Transportation Code.

TREASURER’S REPORT

S. Johnson gave the treasurer’s report which included a review of the 2021 year-end financial and 2022 budget both of which were available in electronic format for the meeting on the association website.

Cash Balances as of 12-31-2021	
Operating cash – various accounts	580,884.73
Operating cash – Community Projects Fund	168,862.20
Operating cash – Contingency Fund	25,000.00
Reserve Fund – various accounts	586,498.060
Prepaid Expenses for 2022	67,394.99
Prepaid Owner Assessments for 2022	587,330.77

Actuals as of 12-31-21 (unaudited) - Total Income:	1,937,220.58
Actuals as of 12-31-21 (unaudited) - Total Expenses:	2,010,228.04

Note: Above expenses included an additional contribution to the reserve fund in the amount of \$ 100K

Maintenance assessment for 2022 is \$ 655.00	
2022 Annual Budget – Amount budgeted for Income:	1,846,935.00
2022 Annual Budget – Amount budgeted for Expenses:	1,840,841.51

OPEN FORUM

During open forum, trustees and members held discussions regarding the following matters:

- Cost for Grant Road Wall Project and future monument projects
- Trash/recycling complaints
- Enforcement of speed limit in subdivision particularly on Cypresswood Drive near the intersection of Grant Road
- Effect of recent rezoning of Precinct 3 and 4 in regards to Lakewood Forest Fund contract with Harris County Precinct 4 Constables

ELECTION RESULTS

S. Rice informed membership that election results would be posted via the association website and through the electronic newsletter once election officially closes and votes have been tabulated.

ADJOURNMENT 2022 ANNUAL MEETING OF MEMBERS

Annual Meeting was adjourned at 8:06 pm.