

**LAKWOOD FOREST FUND, INC.**

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF  
LAKWOOD FOREST FUND, INC. HELD ON MONDAY, MARCH 2, 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  
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.  
Lieutenant Garza, Harris County Constable Precinct 4  
(5) 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 7:02 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 February 2020 which included a total of 343 contract calls.

**CONSIDERATION OF MEETING MINUTES**

On a motion duly made by Paul Marshall, seconded by S. Johnson, through unanimous vote, the open session meeting minutes for January 13, 2020 were approved as presented.

**INDIVIDUAL TRUSTEES / COMMITTEE REPORTS**

Community Outreach / Events Update: Chairperson, S. Matto, reviewed the 2020 Community Events schedule with the board. Also indicated that considerations are being made for joint event with Lakewood Residents' Club featuring a chili cook-off in either September or October. As part of Community Outreach, HOA made a sponsorship donation of \$ 300.00 to Lakewood Lightning Swim Team. S. Johnson informed board that Lakewood Forest CERT Team (Community Emergency Response Team) partnered with Ponderosa and Humble CERT Teams taking first place at the CERT Rodeo which was recently held.

**TREASURER'S REPORT**

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

- Total Operating Fund: 1,185,389.61
- Total Reserve Fund: 809,806.03
- Total Community Projects Fund: 310,090.06
- Total Contingency Fund: 25,000.00
- YTD Income: 1,466,195.41
- YTD Operating Expenses: 388,866.25
- Collection Rate: 87.30% of annual assessment billed has been collected

**NEW/OLD BUSINESS**

- Sprint request for telecommunication tower near Moore Elementary School; tabled as no response from Sprint regarding exact location
- Board informed that Fund Office completed and submitted The Hartford's Worker's Compensation Audit for 2019 policy period on February 5<sup>th</sup>
- Board reviewed response from Commissioner Radack, Harris County Precinct 3 in regards to appreciation email sent by HOA in regards to live oak installation on Grant Road medians by parks department
- Unsanctioned bike jumps near HOA wall on Harris County Flood Control property; tabled as Fund Office was informed that jumps were removed by county
- Grant Road Wall Project – Phase 1; board informed that new design has been signed/stamped/sealed by engineering firm. Members of Fund Board to meet with contractor for review of new plans to include members of Lake Forest Utility District and AEI Engineering for purposes of finding resolution in regards to variance on 3.0-3.5 ft clearance from water district utilities as requested by AEI.

**HOMEOWNER FORUM**

- Inquiries from residents regarding wall project and bike jumps

**ADJOURNMENT OF OPEN MEETING SESSION I**

Open meeting session I adjourned at 7:35 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 8:52 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
  - \* Compliance issue involving commercial vehicle
  - \* Billing proposal regarding civic association
  - \* Adjustments totaling \$ 2,503.12 due to (2) lender foreclosures
  - \* Legal referral of (3) accounts due to outstanding compliance issues for recurring parking of trailer, inoperable and commercial vehicle in subdivision
  - \* Approval of filing a joint collection and deed restriction lawsuit due to non-compliance and continuous default of payment plan
  - \* Updated trustee resolutions signed by all board members present
  - \* Officer elections: Bob Lewis – President, Boe Bowen- Vice President, Bobbi Munz-Secretary, Scott Johnson-Treasurer
  - \* Architectural Control Committee Appointments: Andrea Aroche, Christy Jones, Jerry Matson, Sandy Matto, Victoria Propst, Heidi Flores, Bob Lewis (Ex-Officio)

**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, April 6, 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 8:55 pm.

Approved \_\_\_\_\_  
*Bobbi Munz*

\_\_\_\_\_ Date  
*6/1/20*