

LAKEWOOD FOREST FUND, INC.

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF
LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, NOVEMBER 1, 2021 AT 7:00 PM
VIA ZOOM VIDEO CONFERENCE HOSTED BY BOARD OF TRUSTEES AT 12415
LOUETTA ROAD, CYPRESS TX 77429**

DIRECTORS PRESENT

Bob Lewis, President
Boe Bowen, Vice President
Bobbi Munz, Secretary
Scott Johnson, Treasurer
Sandy Matto, Trustee

DIRECTORS ABSENT

Martin Cuellar, Trustee
Christy Jones, Trustee

IN ATTENDANCE

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.
Lieutenant Daniel Garza, Harris County Constable Precinct 4
Resident(s)/guests present via ZOOM

ESTABLISHMENT OF QUORUM, CALL TO ORDER AND ADOPTION OF AGENDA

Due to the notice of the meeting having been given and a quorum being present, the open session meeting was called to order at 7:00 pm with B. Lewis presiding and H. Flores assisting in recording the Minutes.

SECURITY REPORT

Monthly Contract Stats from Harris County Constable, Precinct 4 were reviewed which included a total of 305 contract calls for the month of October 2021.

CONSIDERATION OF OPEN SESSION MINUTES

On a motion duly made by S. Johnson, seconded by B. Bowen, through unanimous vote, the open session meeting minutes for October 4, 2021 were approved as presented.

TREASURER'S REPORT

Financial Overview: Financial information provided in board packet reflected the below figures.

Report Date: October 31, 2021

- Total Operating Fund: 419,000.03
- Total Reserve Fund: 385,404.55
- Total Community Projects Fund: 268,751.68
- Total Contingency Fund: 25,000.00
- YTD Income: 1,885,544.95
- YTD Operating Expenses: 1,589,578.18
- Collection Rate: 100% of annual assessment billed has been collected

COMMITTEE REPORTS

Community Events/Outreach

Updates by S. Matto, chairperson:

- Received letter of appreciation from Lakewood Forest Civic Association for supporting 2021 National Night Out Event
- Met with Longwood Club Director and all issues confirmed for Elvis Event being held on December 11th
- Requested volunteers for Santa Event being held on December 4th
- HAM Radio Class had 100% pass rate on final test
- Hamilton Elementary School atrium beautification project complete

NEW/OLD BUSINESS

- Review of listing of current open work orders
- Board informed of the following:
 - a. Community shredd event to be hosted on Saturday, November 13th from 9 AM – 1 PM at Moore Elementary School
 - b. Lakewood Forest Civic Association financial review for September 2020 thru August 2021 conducted by Molen & Associates has been received and is posted in portal for board review; everything looks reasonable and customary
 - c. 2022 billing agreement between the Lakewood Forest Civic Association and HOA has been signed by both parties and the invoice for 2022 billing agreement was emailed on October 29th to both civic association president and treasurer
 - d. 2022 Board Candidate Solicitation Notice has been posted on HOA website, HOA portal, LED sign and included in October and November e-news
 - e. Trustees terms expiring at 2022 Annual Meeting are B. Lewis, B. Bowen, and S. Matto
 - f. Resignation of V. Propst, ACC Committee Member, on October 14th via email
 - g. Sections of common area fence on Lakeview Place fell from heavy winds and needs to be replaced; tabled to allow for bid process
- Ratification of unanimous email vote from October 15, 2021 to assign Heidi Flores, Shannon Brandt, Jerry Matson, and Andrea Aroche to serve as members of the ACC Committee due to recent legislative changes to Section 209-00505
- On a motion duly made by B. Bowen, seconded by S. Johnson, through unanimous vote, the board approved ServPro estimate 2110-2487-BB dated October 12, 2021 in the amount of \$ 3,582.48 for storage room rebuild and front door entry repairs
- On a motion duly made by S. Johnson, seconded by B. Bowen, through unanimous vote, the board approved renewal of VoteHOANOW voting site at a cost of \$ 1,605.00 for 2617 homes which includes voting site and full-service management of one vote or survey

HOMEOWNER FORUM

No discussion held.

ADJOURNMENT OF OPEN MEETING SESSION

Open meeting session adjourned at 7:41 pm.

SCHEDULING OF NEXT MEETING

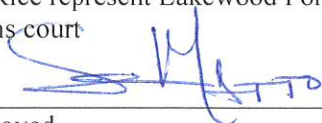
The next meeting of the Board of Directors will be held on Monday, December 6th via ZOOM video conference at 7:00 pm being hosted by Board of Trustees at Fund Office, 12415 Louetta Road, Cypress, TX 77429. Meeting ID: N490 416 5823 Passcode: 8Pk2mk

RECAP OF EXECUTIVE SESSION

- Approval of October 4 executive session meeting minutes
- Executed HCPCT4 non-standard maintenance agreement received from Harris County for Tomball medians added to landscape contract on October 21
- Discussion held regarding service contract for trash/recycling hauling; Innovative Cost Solutions unable to obtain better pricing from local competitors
- Deed restriction/ACC & Collection Matters; approval for:
 - Legal referral for (2) accounts due to outstanding compliance issues
- Ratification of unanimous email vote from October 28, 2021 to have Law Firm of Rice and Rice represent Lakewood Forest Fund in Case Number: 214100307846 filed in small claims court

Approved

Date



12/6/21