

**LAKWOOD FOREST FUND, INC.**

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF  
LAKWOOD FOREST FUND, INC. HELD ON MONDAY, JANUARY 3, 2022 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 (via Zoom)  
Scott Johnson, Treasurer  
Sandy Matto, Trustee  
Martin Cuellar, Trustee  
Christy Jones, Trustee

**DIRECTORS ABSENT**

Bobbi Munz, Secretary

**IN ATTENDANCE**

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.  
Sergeant Westmoreland, Harris County Constable Precinct 4  
Resident(s)/guests present via ZOOM (3)

**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 December 2021.

**CONSIDERATION OF OPEN SESSION MINUTES**

On a motion duly made by S. Johnson, seconded by S. Matto, through unanimous vote, the open session meeting minutes for December 6, 2021 were approved as presented.

**TREASURER'S REPORT**

Financial Overview:

Report Date: December 31, 2021

- Total Operating Fund: 580,841.02
- Total Reserve Fund: 585,528.66
- Total Community Projects Fund: 168,840.70
- Total Contingency Fund: 25,000.00
- Prepaid Expenses for 2022: 67,394.99
- Prepaid Owner Assessments for 2022: 587,330.77
- YTD Income: 1,936,185.97
- YTD Operating Expenses: 2,009,237.14

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

**COMMITTEE REPORTS**

Community Events/Outreach:

S. Matto gave a wrap up of 2021 events and noted 2022 scheduling was underway.

## **NEW/OLD BUSINESS**

- Discussions held regarding:

\*Open Work Order Report

\*Encore Landscaping estimate 466/addendum to estimate 417 (work order 105)-On a motion duly made by S. Johnson, seconded by C. Jones, through unanimous vote, the board approved Encore Landscaping estimate/addendum 466 dated 12/10/2021 in the amount of \$ 2,000 regarding the N. Eldridge irrigation installation project on (4) common area medians located between Malcomson and Louetta Road.

\* Common area fence replacement on Lakeview Place and complaint from affected resident; deferred for further discussion in executive session.

\* Painting of Constable Office; tabled so as to obtain additional bids.

\* Marquee Board-On a motion duly made by S. Johnson, seconded by C. Jones, through unanimous vote, the board approved removal of marquee board on Lakewood Forest Drive near Grant Road due to continuous vandalism.

\* Notification of 2022 Annual Meeting scheduled for February 28<sup>th</sup> via Zoom video conference.

## **HOMEOWNER FORUM**

No discussion held.

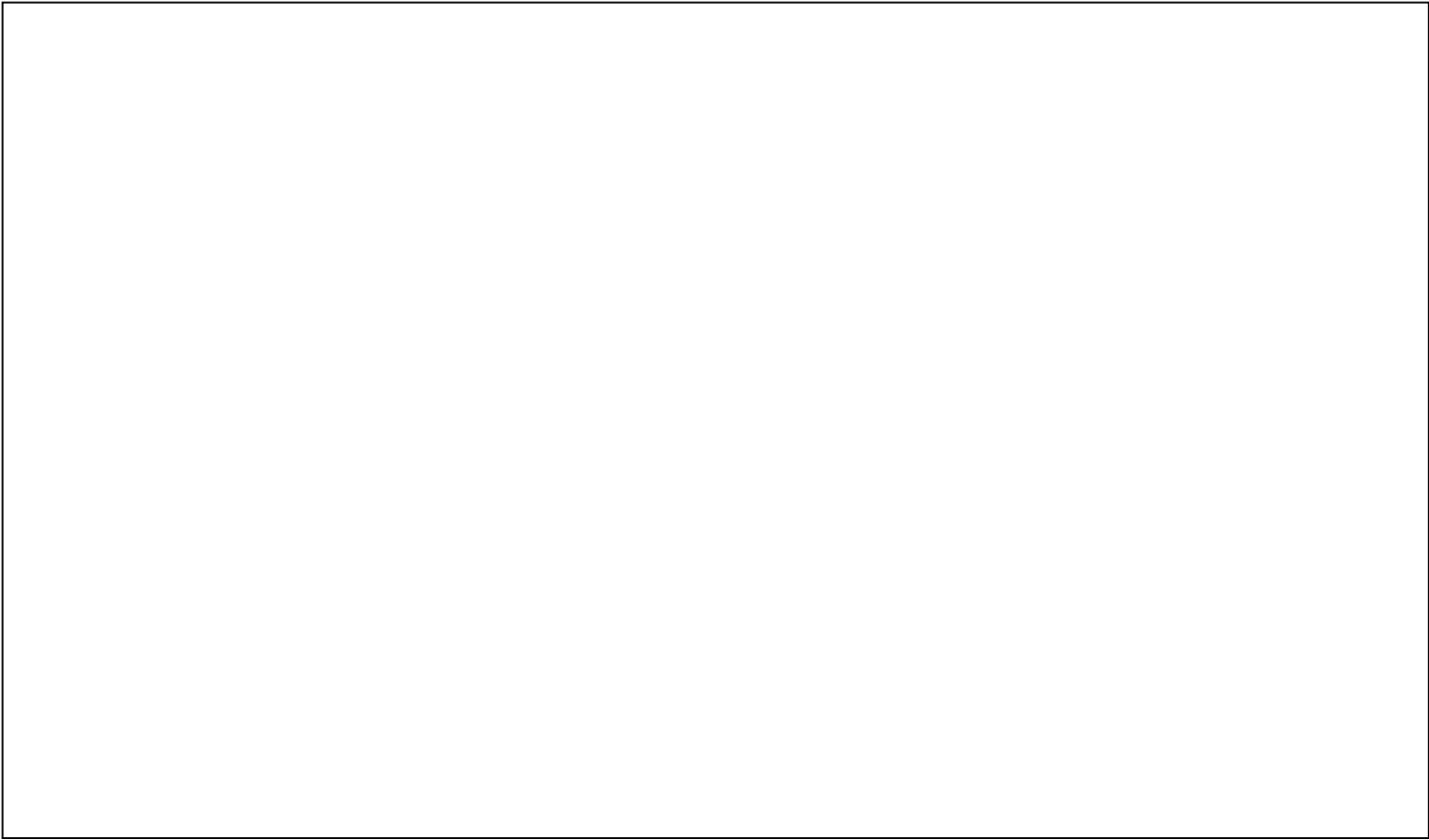
## **ADJOURNMENT OF OPEN MEETING SESSION**

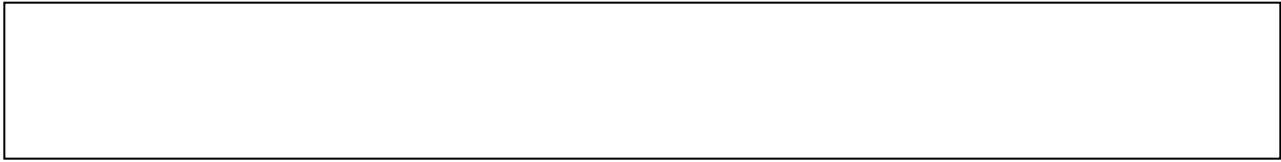
Open meeting session adjourned at 7:47 pm.

## **SCHEDULING OF NEXT MEETING**

The next scheduled meeting which will be the Annual Meeting of the Membership which will be held on Monday, February 28th 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

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-Adjournment at 8:57 PM

Robert Lewis  
Approved

3/2/22  
Date