

LAKEWOOD FOREST FUND, INC.

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF
LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, DECEMBER 6, 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
Scott Johnson, Treasurer
Sandy Matto, Trustee
Martin Cuellar, Trustee

DIRECTORS ABSENT

Bobbi Munz, Secretary
Christy Jones, Trustee

IN ATTENDANCE

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.
Shannon Brandt, Administration, Lakewood Forest Fund, Inc.
Lieutenant Daniel Garza, Harris County Constable Precinct 4
Resident(s)/guests present via ZOOM (7)

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 242 contract calls for the month of November 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 November 1, 2021 were approved as presented.

TREASURER'S REPORT

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

Report Date: November 30, 2021

- Total Operating Fund: 330,729.16
- Total Reserve Fund: 585,478.11
- Total Community Projects Fund: 168,797.31
- Total Contingency Fund: 25,000.00
- YTD Income: 1,909,216.07
- YTD Operating Expenses: 1,851,926.36
- Collection Rate: 100% of annual assessment billed has been collected

COMMITTEE REPORTS

Community Events/Outreach

Updates by S. Matto, chairperson:

- Recap of "Breakfast with Santa Event" held on December 4
- Reminder regarding "Elvis Event" being held on December 11
- Notification regarding tree giveaway being held on December 18

NEW/OLD BUSINESS

- Review of listing of current open work orders
- Discussions held regarding:
 - * Funding of \$ 10K for purchase of trees to be placed in common area medians; tabled for future discussion in 2022
 - * Proposals presented for common area fence replacement on Lakeview Place and lack of response from The Woods School regarding partial reimbursement; tabled until January 2022 to allow board members opportunity to do an onsite visit
 - * Resident request for landscape improvements at "Gardens of Lakewood" (patio homes); tabled for discussion in first quarter 2022
- Board informed of the following:
 - * Low attendance at free document shredding event held on Saturday, November 13; tabled
 - * Following individuals submitted respective candidate information prior to deadline date of Thursday, December 2nd at 5:00 pm and will be listed on the e-ballot as candidates for the 2022 election: Boe Bowen, Robert Lewis, Sandy Matto
 - * Fund Office storage room rebuild to be complete by end of December 2021
- On a motion duly made by B. Bowen, seconded by S. Johnson, through unanimous vote, the board approved replacing kitchen sink faucet in Constable substation; to be funded from operating
- On a motion duly made by B. Bowen, seconded by S. Johnson, through unanimous vote, the board approved the painting of the Constable substation by Certapro Painters at a cost not to exceed \$5K; to be funded from the reserve account.

HOMEOWNER FORUM

- J. Shellenberger expressed his concerns that the fence replacement at Lakeview Place was not approved at this meeting and expressed that if it would not be replaced in the future that it would have a tremendous impact on the owners of Lakeview Place as they would be left looking at the parking lot of The Woods School
- L. Musthaler thanked the board for the donations for the military care packages

ADJOURNMENT OF OPEN MEETING SESSION

Open meeting session adjourned at 8:02 pm.

SCHEDULING OF NEXT MEETING

The next meeting of the Board of Directors will be held on Monday, January 3rd 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 November 1 executive session meeting minutes
- Owner hearing regarding denial of ACC request
- Discussion held regarding individual requests from residents regarding hanging bows on trees in common area medians, illegal street racing, assessment of needed street repairs
- Approval to renew HOA workers compensation policy through The Hartford at an annual premium cost not to exceed \$ 350.00
- Approval of a (3) three-year mosquito control agreement with Cypress Creek Mosquito Control which includes an extended spraying period running from March 15th to November 15th at a cost of \$ 181.65 per application
- Deed restriction/ACC & Collection Matters; approval for:
 - Legal referral for (3) accounts due to outstanding compliance issues and lawsuit referral of (2) accounts due to deed restriction/collection issues
- Discussion regarding personnel matters

Approved


Date 1.3.22