

LAKEWOOD FOREST FUND, INC.

MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, OCTOBER 5, 2020 AT 7:00 PM AT LAKEWOOD FOREST FUND OFFICE, 12415 LOUETTA ROAD, CYPRESS, TX 77429

DIRECTORS PRESENT

Bob Lewis, President
Boe Bowen, Vice President (via video conference)
Bobbi Munz, Secretary
Scott Johnson, Treasurer
Christy Jones, Trustee (via video conference)
Paul Marshall, Trustee

DIRECTORS ABSENT

Sandy Matto, Trustee

IN ATTENDANCE

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.
Lieutenant Garza, Harris County Constable Precinct 4
John Murphy, Certified Arborist TX3814A, Yellowstone Landscape Tree Care Division
(5) Resident(s)/guests present

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 meeting session was called to order at 7:00 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 September 2020 which included a total of 434 contract calls.

PRESENTATION OF TEN- YEAR TREE PLAN

J. Murphy presented a summary overview of the ten-year tree replacement plan derived by Yellowstone Landscape for the association. The plan entailed an evaluation of association common areas to rate existing trees and devise a replacement planting schedule for the next ten years based on the condition of these trees. Total tree count was 475 with budget projections for 1-3 years estimated at \$ 50,850; 4-6 years estimated at \$ 47,850 and 7-10 years estimated at \$ 30,100. Potential replacement suggestions were live oaks, red oaks, red bud and vitex trees.

CONSIDERATION OF MEETING MINUTES

On a motion duly made by S. Johnson, seconded by P. Marshall, through unanimous vote, the open session meeting minutes for September 14, 2020 were approved as presented.

TREASURER'S REPORT

Financial Overview: Financial information provided in Board Packet reflected the below figures.

Report Date 09-30-2020

- Total Operating Fund: 539,074.39
- Total Reserve Fund: 638,438.19
- Total Community Projects Fund: 308,965.85
- Total Contingency Fund: 25,000.00
- YTD Income: 1,746,894.65
- YTD Operating Expenses: 1,320,406.67
- Collection Rate: 97.7% of annual assessment billed has been collected

2021 BUDGET APPROVAL

On a motion duly made by S. Johnson, seconded by P. Marshall, through unanimous vote, the board approved the 2021 budget as presented with the 2021 annual maintenance rate set at \$ 630.00/per lot.

NEW/OLD BUSINESS

- Update given in regards, to written confirmation from HCPCT4 Capital Projects Division indicating that Congestion Mitigation and Air Quality Phase 4-1C project along North Eldridge Parkway was expected to be completed on October 2nd. Fund Office scheduled irrigation repairs approved at September meeting to be initiated in (3) phases.
- Update given on Grant Road Wall Project indicating that final phase is underway with demolition completed week of September 28th. Construction on final phase to begin once utilities are located, survey completed, landscape removed and walk thru with AEI and EDP.
- Owner, M. Cuellar affected by phase 3 of Grant Road Wall Project, requested that chain link fence also be installed along his property; H. Flores to put in request with contractor.
- Design plan for pond beautification submitted by Pearce Scapes provided to board through portal; tabled for future discussion.
- No response received from Judge Hidalgo to inquiry from Paul Marshall dated August 21, 2020 concerning public inquiry regarding issues related to Hurricane Harvey; tabled.

HOMEOWNER FORUM

Board responded to questions from residents.

ADJOURNMENT OF OPEN MEETING SESSION

Open meeting session adjourned at 7:53 pm.

SCHEDULING OF NEXT MEETING

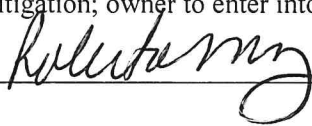
The next meeting of the Board of Directors will be held on Monday, November 2nd at 7:00 pm at Fund Office, 12415 Louetta Road, Cypress, TX 77429.

RECAP OF EXECUTIVE SESSION

- Approval of 2019 audit draft presented by McCall Gibson Swedlund Barfoot PLLC
- Approval of September 14th executive session meeting minutes
- Discussion held regarding dispute related to Grant Road Wall Project
- Annual renewal of flood insurance policy for Fund Office at a cost of \$ 2,923.00
- Copier lease and maintenance service/supply agreement bid out in September; board approved to terminate the existing copier lease, maintenance service/supply agreement and engage in a sixty month lease through Houston Copier Leasing; monthly copier lease cost \$ 94, with black pages at .01 each and color pages tiered from .03 through .05 each
- Board approved fall mulching of common areas at a cost of \$ 6,500.00; fund from operating account
- Board approved account renewal for electronic voting for 2021 election with VoteHOANow at a cost of \$ 1,535.00; fund from operating account
- Board approved the use of hydro-excavation on phase 3 of Grant Road Wall Project; price dependent on variable factors / fund from reserve account
- Approval for legal referral of (2) accounts due to outstanding compliance issues
- Approval for filing (1) lawsuit in regards to compliance issue
- Approval for filing TRO in regards to (1) account related to lot maintenance
- Pending litigation; owner to enter into Agreed Judgment and pay all legal fees affiliated with this matter

Approved

Date



11-2-20