

**LAKWOOD FOREST FUND, INC.**

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF  
LAKWOOD FOREST FUND, INC. HELD ON MONDAY, AUGUST 01, 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  
Bobbi Munz, Secretary  
Scott Johnson, Treasurer  
Sandy Matto, Trustee  
Martin Cuellar, Trustee  
Christy Jones, Trustee (via ZOOM)

**DIRECTORS ABSENT**

Boe Bowen, Vice President

**IN ATTENDANCE**

Heidi Flores & Shannon Brandt, Lakewood Forest Fund, Inc.  
Lieutenant Whiteley, Harris County Constable Precinct 4  
Resident(s)/guests present via ZOOM (6)

**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 176 contract calls for the month of July 2022.

**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 July 11, 2022 were approved as presented.

**TREASURER'S REPORT**

Financial Overview: .

Report Date: July 31 , 2022

- Operating Fund: 845,124.54
- Reserve Fund: 713,511.06
- Community Projects Fund: 107,166.24
- Community Projects Fund (Tree Fund for 2022): 7,050.00
- Total Contingency Fund: 25,000.00
- YTD Income: 1,884,988.86
- YTD Operating Expenses: 1,123,644.95
- Collection Rate: 98.01%

**OLD/NEW BUSINESS**

Discussions/announcements/reviews held regarding:

- OB-01: Open Work Order Report; review of open items

- OB-02: Considerations for replacing sections of Malcomson/Heatherwick wall

Discussion held in regards to confirmation from general counsel indicating Section 10 CCR's gives the board the full authority to make a decision on the common area wall replacement in the Cypress section and does not require membership approval. Tabled; to be placed on executive session agenda for September 2022.

-OB-03: Following updates given regarding waste & recycling contract

New contract to commence September 15<sup>th</sup>

Zone listing has been updated to include street names

Residential Recycling and Refuse currently developing owner portal for Lakewood Forest

Fund staff to publish changes in August newsletter and send out mailer to all residents

-OB-04: Considerations for holding in-person meetings for residents

On a motion duly made by S. Johnson, seconded by M. Cuellar, through unanimous vote, the board approved to continue with ZOOM meetings with the exception of annual meetings which will be held in person.

NB-01: Development of HR policy for Fund staff

On a motion duly made by S. Johnson, seconded by B. Munz, through unanimous vote, the board approved H. Flores to explore options for development of human resource policy for Fund staff.

NB-02: Sec. 202.023 of Texas Property Code

Discussion held; tabled for consultation with general counsel.

#### **HOMEOWNER FORUM**

-Comment regarding mulching in common areas is being done incorrectly

-Complaint regarding the school sign on Louetta by the Lakewood Montessori not having a flashing light

-Request for 2023 budget draft to itemize "other income" and provide comparison of actuals for 2022

-Complaint regarding landscaping issues at patio homes and staff members

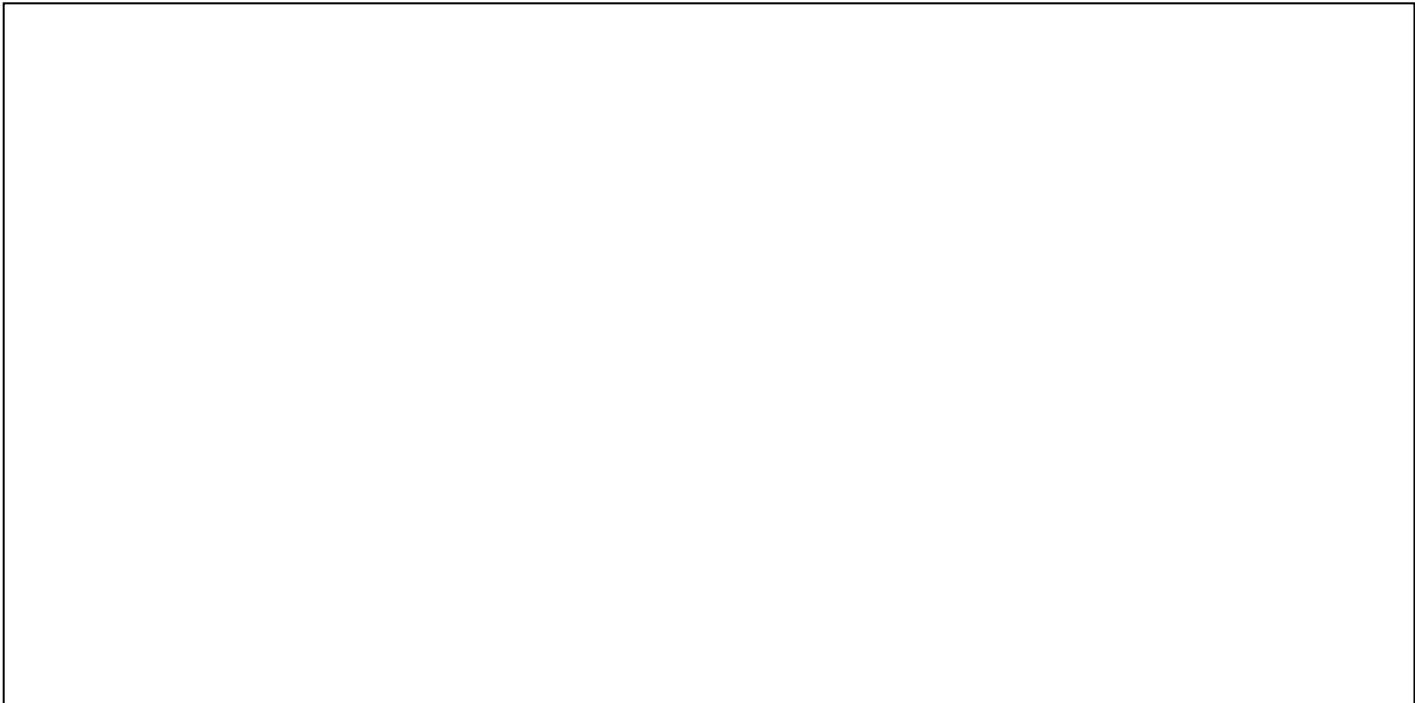
#### **ADJOURNMENT OF OPEN MEETING SESSION**

Open meeting session adjourned at 7:43 pm.

#### **SCHEDULING OF NEXT MEETING**

The next scheduled meeting will be held on Monday, September 12th 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





-Adjournment at 8:46 PM.

Robert A Lewis  
Approved

09/12/2022  
Date