

**LAKWOOD FOREST FUND, INC.**

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF  
LAKWOOD FOREST FUND, INC. HELD ON MONDAY, JUNE 06, 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  
Scott Johnson, Treasurer  
Sandy Matto, Trustee  
Christy Jones, Trustee (via ZOOM)

**DIRECTORS ABSENT**

Boe Bowen, Vice President  
Bobbi Munz, Trustee  
Martin Cuellar, Trustee

**IN ATTENDANCE**

Heidi Flores, Lakewood Forest Fund, Inc.  
Lieutenant Whiteley, Harris County Constable Precinct 4  
Resident(s)/guests present via ZOOM (2)

**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 320 contract calls for the month of May 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 May 2, 2022 were approved as presented.

**TREASURER'S REPORT**

Financial Overview: .

Report Date: May 31, 2022

- Operating Fund: 980,087.97
- Reserve Fund: 708,293.77
- Community Projects Fund: 107,098.90
- Community Projects Fund (Tree Fund for 2022): 7,050.00
- Total Contingency Fund: 25,000.00
- YTD Income: 1,774,996.39
- YTD Operating Expenses: 833,679.73
- Collection Rate: 95.41%

**COMMITTEE REPORT**

Updates were given by S. Matto, Community Events/Outreach Chairperson regarding the following:  
-50<sup>th</sup> anniversary celebration of Lakewood Forest to be held at Lakewood Residents' Club on June 25<sup>th</sup>  
-Books for 2022 Santa Event

**NEW/OLD BUSINESS**

- Discussions/announcements/reviews held regarding:

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

OB-02: Status update on insurance claim for damaged monument wall on

N. Eldridge Pkwy near Louetta; notification to board that Fund Office submitted bids/quotes on May 11<sup>th</sup> for replacement of monument to property adjuster, Engle Martin

OB-03: RFP-Monument wing wall replacement at Grant and Cypresswood; board reviewed pricing from Hardman Signs, Hardscape, SCA Sign Group

-On a motion duly made by S. Johnson, seconded by S. Matto, through unanimous vote, the board approved Hardscape estimate 9035 dated 05-05-2022 in the amount of \$ 44,050.00 for monument replacement at Grant and Cypresswood to be funded from community projects.

OB-04: RFP-Monument wall replacement at N. Eldridge Pkwy near Louetta; board reviewed pricing from Hardman Signs, Hardscape, SCA Sign Group

-On a motion duly made by S. Johnson, seconded by S. Matto, through unanimous vote, the board approved Hardscape estimate 9034 dated 05-05-2022 in the amount of \$ 3,648.00 for monument replacement at N. Eldridge Pkwy near Louetta to be funded from insurance claim and reserve account (if needed).

OB-05: 2021 Audit Draft from Cox CPA Services, Inc.; S. Johnson, treasurer, reviewed 2021 audit draft with board

-On a motion duly made by S. Johnson, seconded by B. Lewis, through unanimous vote, the board approved the 2021 audit draft from Cox CPA Services, Inc. as presented

OB-06: Staffing for part-time compliance administrator; board notified new hire start date of June 6th

NB-01: Common area issue at patio home; discussion held regarding resident complaint of common area being utilized by apartment tenants for walking dogs and lack of clean up by those tenants

NB-02: Water penetration on west wall - Fund Office

NB-03: Gutters/gutter guards west wall – Fund Office

-On a motion duly made by S. Johnson, seconded by S. Matto, through unanimous vote, the board approved gutter installation and gutter guards on the west side of the building at a cost of up to \$1K to be funded from operating account.

NB-04: May 24<sup>th</sup> notification from Constable Herman regarding pricing for law enforcement contract; board reviewed new pay structure which resulted in a cost savings of \$ 12,514.00 for the law enforcement contract running from October 1<sup>st</sup> through September 30<sup>th</sup> to align with Harris County fiscal year.

**HOMEOWNER FORUM**

Discussions held regarding contract with Texas Pride Disposal.

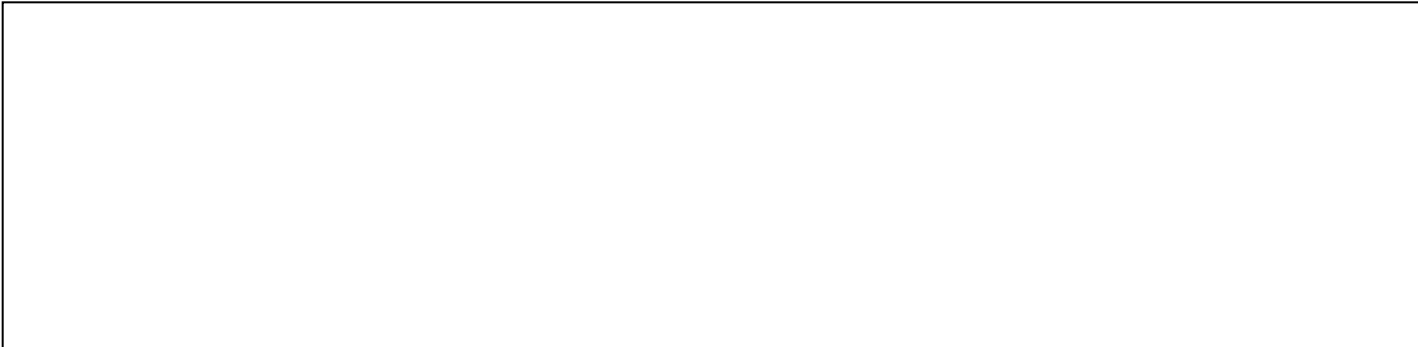
**ADJOURNMENT OF OPEN MEETING SESSION**

Open meeting session adjourned at 7:32 pm.

**SCHEDULING OF NEXT MEETING**

The next scheduled meeting which will be held on Monday, July 11th 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 8:57 PM.

Approved *Bablis*

07/11/2022  
Date