



ROYAL OAKS

ROYAL OAKS RESIDENTIAL COMMUNITY OWNERS' ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

Wednesday, October 11, 2023, at 3:30 p.m.

Royal Oaks RCOA Office

11231 Richmond Ave. Suite D111

Houston, TX 77082

I. Call to Order/Establish Quorum

A meeting of the Royal Oaks Residential Community Owners Association, Inc. Board of Directors was held on October 11, 2023, at 11231 Richmond Ave., Suite D111, Houston, Texas. Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 3:30 p.m. by Board President John Martin.

Directors present

John Martin, President
Larry Pain, Vice President
Rodger Sumicek, Treasurer
Maureen Singleton, Director

Others attending

Elise Campagna, RORCOA General Manager

II. Open Forum

No owners present.

III. New Business

A. Vendor Landscaping Presentations

The Board received presentations from three vendors – Xterior Landscaping, Hogue Landscaping, and Silversand Services for landscaping services for 2024-2026. The Board thanked all for the presentations and a formal vote on the proposals would be held at their next meeting on October 24, 2023.

IV. Summary of Board Action Outside of Open Meeting

The Board took the following actions outside of an open Board Meeting between July 11, 2023, and October 11, 2023.

- Approved proposal from PSX for (1) new Transcore reader and support hardware for \$6,330 to be paid from the operating funds.
- Approved proposal (230807) from Turner Paving and Concrete for an amount not to exceed \$161,211.77 to be paid from the reserve funds for additional repairs at the Westpark vehicular bridge.
- Approved proposal (230808) from Turner Paving and Concrete for an amount not to exceed \$41,875.00 to be paid from the reserve funds for additional repairs at the Richmond bridge.
- Approved proposal (229277) from Houston Communications for replacement of the radio system repeater used by the security and management team for \$4,178 to be paid from the reserve funds.
- Approved proposals (11660, 11680) from Urban Foresters for exterior tree trimming, phase I of Westpark, and Westpark Entrances/Exits for an amount not to exceed \$7,200 to be paid from the operating funds.
- Approved the appointment of Gigi Scott to the open position on the Deed Restriction Committee.

V. Minutes Review and Approval – July 11, 2023

UPON a motion duly made and seconded, the Board approved the minutes of the July 11, 2023, as presented.

VI. Financial Report

A. August 2023 Financials

Mr. Rodger Sumicek presented the August 2023 Financial Reports and answered questions from the Board related to current expenses, reserve CD program, and operating FDIC limits.

UPON motion duly made and seconded, the Board approved the August 2023 Financial Report as presented.

VII. Executive Session

The Board recessed the open Board Meeting at 4:45 p.m. and convened the Executive Session at 4:48 p.m.

The Board adjourned the Executive Session and reconvened the open Board meeting at 4:56 p.m.

VIII. Reconvene to Open Session


During Executive Session, the Board discussed private owner matters, enforcement matters, and personnel matters. The Board took the following actions in open session:

- Approved authorization of PMG Management to proceed with processing (7) payments of \$500 from the approved budgeted line item 5200 - Community Events for the poker run rally stops for the event on October 14, 2023. The funds are to offset the costs of food, etc. for the participants. The Association is receiving \$500 for each stop from sponsors which will offset the funds.

IX. Adjournment

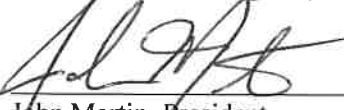
There being no further business to discuss, the Board adjourned the meeting at 5:00 p.m.

Respectfully submitted by:



Elise Campagna, General Manager

Approval acknowledged by:



John Martin, President

10/24/23
Date _____