



ROYAL OAKS

ROYAL OAKS RESIDENTIAL COMMUNITY OWNERS' ASSOCIATION MEETING OF THE BOARD OF DIRECTORS

Thursday, October 29, 2024, at 4:30 p.m.

Royal Oaks Country Club – Versailles Room

2910 Royal Oaks Club Drive

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 29, 2024, at 2910 Royal Oaks Club Dr., Houston, Texas. Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 4:30 p.m. by Board Vice President Larry Pain.

Directors present

John Martin, President
Larry Pain, Vice President
Rodger Sumicek, Treasurer
Maureen Singleton, Director
Diana Durning Gladwell, Secretary

Others attending

Elise Campagna, RORCOA General Manager
Shay Bell, RORCOA Assistant General Manager
Owners and guests (below)

II. Open Forum

Five residents and two guests were present. The two guests, from Alief ISD, presented information about the upcoming vote on November 5th regarding the increase for the Alief ISD tax rate request on the ballot. The guests answered questions from the audience. The Board thanked the guests for their presentation. **John Martin entered the meeting, and Larry Pain turned the chair over to him.**

The topics discussed with the residents were adding staff at the Westpark South Gate on Sundays, the updated reserve study, Kirkwood gate issues, and notification regarding animal incidents in the neighborhood. The Board addressed all the items and requested the staffing inquiry be sent to the security committee to review at their November meeting and make a recommendation to the Board.

III. Minutes Review and Approval – August 29, 2024

UPON a motion duly made and seconded, the Board approved the minutes of the August 29, 2024, meeting as revised.

IV. New Business

A. Consideration and approval of 2024 reserve study

The Board discussed and reviewed the updated reserve study from Reserve Advisors.

UPON motion duly made and seconded, the Board approved the 2024 reserve study as presented by Reserve Advisors.

The approved study will be uploaded to the Association website within two weeks.

B. Consideration of upgrading the visitor management system

The Board discussed and reviewed the proposed recommendation from the security committee along with the proposal from PSX for the visitor management platform Proptia.

UPON motion duly made and seconded, the Board approved the recommendation from the security committee including the proposal from PSX to switch from DwellingLIVE to Proptia to the Proptia visitor management system for an amount not to exceed \$250,000, to be paid from the reserve fund.

C. Consideration and approval of new mosquito control agreement with Cypress Creek (2025-2027)
The Board discussed and reviewed the new proposed mosquito control agreement from Cypress Creek.

UPON motion duly made and seconded, the Board approved the proposal for a new three-year mosquito control agreement with Cypress Creek (2025-2027).

D. Consideration of brick wall material restocking proposal
The Board discussed and reviewed the proposal from Acme brick to re-stock the current brick inventory used for wall maintenance and repairs.

UPON motion duly made and seconded, the Board approved from Acme Brick to re-stock the brick material for an amount not to exceed \$7,000, to be paid from the reserve fund.

E. Consideration and approval of 2025 budget and assessment rate
The Board discussed and reviewed at length the proposed 2025 budget and assessment rate.

UPON motion duly made and seconded, the Board approved the 2025 budget and set the assessment rate for 2025 at \$3,295 with the reserve contribution at \$382,860.00.

V. Executive Session

The Board recessed the open Board Meeting at 5:51 p.m. and immediately convened the Executive Session.. ****Diana Durning Gladwell left the meeting at 6:45 p.m.****

The Board adjourned the Executive Session and reconvened the open Board meeting at 6:47 p.m.

VI. Reconvene to Open Session

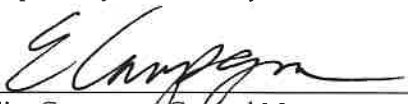
During Executive Session, the Board discussed private owner matters, enforcement matters, and personnel matters. The Board took the following actions in open session:

- Approved authorization of RMWBH to proceed with collection lawsuit proceedings for accounts 00573-1329 and 00550-1740.
- Approved authorization of RMWBH to proceed with deed restriction lawsuit proceedings for account 00550-1740.
- Approved crediting the remaining balance of \$125.58 to bad debt for settled account 00265-4373 and \$50.38 for account 00390-0547.
- Agreed to the proposed amount of the 2025 Federal rates for Associa – PMG Houston staffing effective January 1, 2025.
- Agreed to the proposed Allied rates with all site team members except the Account Manager to hourly rates. Additionally, 120 hours of paid time off would be paid to the Allied Assistant Account Manager. The rate increases would be effective January 1, 2025.

VII. Adjournment

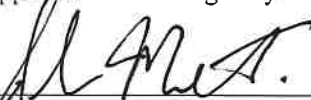
There being no further business to discuss, the Board adjourned the meeting at 6:52 p.m.

Respectfully submitted by:

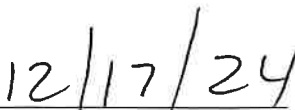


Elise Campagna, General Manager

Approval acknowledged by:



John Martin, President



Date