ROYAL OAKS

ROYAL OAKS RESIDENTIAL COMMUNITY OWNERS' ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
Tuesday, November 04, 2025, at 4:30 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 November 4, 2025, 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 4:30 p.m. by Board President John Martin.

Directors present:	Others attending:
John Martin, President	Quantae Cole, RORCOA General Manager
Larry Pain, Vice President	Shay Bell, RORCOA Assistant General Manager
Diana Durning Gladwell, Secretary	Dante` Scott, Operations Manager
Julie Gray, Director	Joe Acuna, Maintenance Manager
	Leonard Scott, Security Committee Chair

II. Summary of Board Action Outside of Open Meeting

A. Approval of Bonnebridge Way at Westpark Blvd. bridge repair and appointment approval of attorney representation on the matter.

B. Approval of irrigation repairs from June 2025 monthly inspection report provided by Silversand Services.

C. Approval of offer of employment to new general manager Quantae Cole.

III. Minutes Review and Approval – May 13th, 2025

UPON a motion duly made and seconded, the Board approved the minutes of the May 13th, 2025, meeting as presented.

IV. Open Forum

Leonard Scott, Security Committee chairperson, discussed plans for a pass system for busy main gate times, e.g. Holidays, Superbowl, etc. The Board agreed to further assess the proposal before making their decision.

V. Financial Report

A. August 2025 Financials.

John Martin presented the August 2025 financial report and answered questions from the Board regarding operating expenses and reserve fund.

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

VI. New Business

A. Consideration of Holiday schedule amendment for Texas Pride Disposal

The Board discussed and reviewed the amended Holiday schedule from Texas Pride Disposal.

UPON a motion duly made and seconded, the Board approved the holiday schedule amendment for Texas Pride Disposal.

B. Consideration of the increase of Mr. Sweeper Contract

The Board discussed and reviewed the labor rate proposal from Mr. Sweeper for November 2025 to 2026.

UPON a motion duly made and seconded, the Board approved the requested rate increase for Mr. Sweeper Service to $1,874.00 per service (tax exempt).

C. Consideration to approve the 2026 Draft Budget
The Board discussed and reviewed a proposed 2026 Budget Draft.

UPON a motion duly made and seconded, the Board unanimously approved the 2026 Draft Budget.

D. Consideration to approve the 2026 Annual Assessment due 1/01/2026.
The Board discussed and reviewed the proposed 2026 Annual Assessment to remain $3295.00.

UPON a motion duly made and seconded, the Board unanimously approved maintaining the 2026 Annual Assessment at $3,295.00.

E. Consideration to approve Westpark Wall Repair on Gallant Ridge.
The Board discussed and reviewed the proposal from LBJ Services for the brick wall repair. Rodger Sumicek agreed to follow up with HPD representatives and the insurance company.

VII. Standing Agenda Items (Action may be taken)
The Board discussed three standing agenda items and agreed to proceed with item C, delinquency matters.

Upon a motion duly made and seconded, the Board unanimously approved referring owners who are delinquent in payment of assessments or other charges to the Association over to the attorney to collect such past due amounts through legal channels.

VIII. Executive Session
The Board recessed the open Board Meeting at 5:30 p.m. and immediately convened the Executive Session.

The Board adjourned the Executive Session and reconvened the open Board meeting at **5:45 p.m**.

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

The Board voted to approve the items discussed in the Executive Session.

X. Adjournment
There being no further business to discuss, the Board adjourned the meeting at **5:50 p.m.**

Respectfully submitted by Julie Gray, Director:

General Manager

Approval acknowledged by:

John Martin, President

5/7/26

Date