



AMENITY ACCESS POLICY
Sienna Community Association
Sienna Residential Association

STATE OF TEXAS §
 §
COUNTY OF FORT BEND §

I. PURPOSE

The Associations’ pools, fitness centers and community buildings are available for residents’ use during established hours approved by the Board. Only residents and their guests may use the Associations’ amenities. Sienna Amenity Access Credentials are used to confirm residency at these facilities.

II. APPLICABILITY AND AUTHORITY

This Policy pertains to the following entities and encumbers that property restricted by the SCA Covenant and the SRA Declaration:

1. Sienna Plantation Community Association, Inc., sometimes doing business as Sienna Community Association (“SCA”) as referenced in the Sienna Plantation Amended and Restated Master Covenant (Sienna Plantation Community Association, Inc.), filed under Clerk’s File No. 2019035843 in the Official Public Records of Fort Bend County, Texas (“SCA Covenant”), as same has been or may be amended from time to time and any other property which has been or may be subsequently annexed thereto and made subject to the authority of SCA.
2. Sienna Plantation Residential Association, Inc., sometimes doing business as Sienna Residential Association (“SRA”) as referenced in the Second Amended and Restated Declaration of Covenants, Conditions and Restrictions for Sienna Plantation (Sienna Plantation Residential Association, Inc.) recorded under Clerk’s File No. 2012104699 in the Official Public Records of Fort Bend County, Texas (“SRA Declaration”), as same has been or may be amended from time to time, and any other property which has been or may be subsequently annexed thereto and made subject to the authority of SRA.

Any reference in this Policy to “Board”, “Boards”, “Association” or “Associations” applies to all of the above-mentioned entities. Any reference in this Policy to “Owner” has the corresponding meaning ascribed to that term in the SCA Covenant or the SRA Declaration, as applicable

Each Board is authorized by its respective dedicatory instruments to adopt policies pertaining to the governance of the Association that it serves.

Invalidation of any one or more of the covenants, restrictions, conditions, or provisions contained in this Policy shall in no way affect any of the other covenants, restrictions, conditions, or provisions which shall remain in full force and effect.

III. POLICY

A Sienna Amenity Access Credential is an online credential obtained through the Sienna app. A Sienna Amenity Access Credential must be presented by each resident age 10 and older for entry to the Associations' access controlled lifestyle amenities such as the pools, fitness centers, and community buildings. Children under age 9 are not required to have a Sienna Amenity Access Credential but must be accompanied by a parent/guardian with a valid Sienna Amenity Access Credential. Guests accompanying a resident must sign in at the gate/entrance.

An owner's use of common properties and facilities may be suspended if the owner has delinquent account status. Refer to the collection policies for the appropriate association and recorded in the Official Public Records of Fort Bend County, Texas and available on www.siennanet.com.

The existing Sienna ID and Guest Card Policy remains in place for those residents using the Sienna ID card during the transition from card to downloadable credential. It is expected that this policy will supersede the existing Sienna ID policy in 2024.

IV. PROCEDURES

1.0 Obtaining Amenity Access Credentials

- a) Sienna Amenity Access Credentials are granted via the Sienna App tool and downloadable after property ownership is confirmed by the Association staff and appropriate forms have been submitted (see 1c).
- b) Sienna Amenity Access Credentials are non-transferable and may not be loaned or shared. The Amenity Access Credential is a proximity-based tool and can be deactivated by the Association if necessary. Some facilities require presentation of the Credential to a staff member and some facilities require shaking the device (phone or pad) in front of a reader.
- c) Residents must complete the Sienna Amenity Access Form to receive approval for use by Staff. In addition to the Form, residents must provide documentation of residency and a photo ID or Driver's License. Documentation of residency may be in the form of a current utility bill for the residence. If the resident has recently closed on his or her property within the last two months and is not able to provide a utility bill, a copy of the settlement statement and a photo ID or Driver's License is acceptable. All forms can be submitted online or at the Association office. Residents should note that it may take up to 72 hours for app/credential approval; app approval requests submitted on Friday will be processed on the next regular business day.
- d) The names and ages of all Occupants of a residence who will be activating/using the Sienna App and Amenity Access Credential are to be listed on the Amenity Access Form. Adult residents ages 21 and older residing at the property are not required to come together to be issued Amenity Access Credentials, but they should all be listed on the form when initially submitted (by the property owner or tenant). The form must be signed by an adult resident as indicated on the deed. Residents under age 21

must be listed on the form by the parent or guardian. Only residents are eligible to receive an Amenity Access Credential. Children under the age 9 who reside in the residence are allowed entry to a facility with a responsible adult resident (the adult resident must have a Sienna Amenity Access Credential).

- e) Each residence will receive 2 Sienna Amenity Access Credentials/approvals at no charge. Each additional Amenity Access Credential after the first 2, can be obtained with a fee (see Association Fee Schedule online). Access Credentials are for Occupants of the residence ages 10 and older. Access for children under the age of 10 requires no Credential and therefore, no fee. Tenants leasing property must pay a fee for each Amenity Access Credential for all residents within the residence that are 10 years and older (refer to Residential Leases #4c and Association Fee Schedule online).
- f) Children age 10 years and older are required to have a device with Sienna Amenity Access Credential loaded. If a residence has already received 2 Amenity Access Credentials/approvals at no fee, 2 additional complimentary Credentials may issued for a child(ren) aging up to 10 years (i.e., from 9 years to 10 years of age). Any additional Sienna Amenity Access Credentials will require payment of a fee (see Association Fee Schedule online). Children ages 10 and older are permitted entry to the pool without a parent or guardian as long as they have a Sienna Amenity Access Credential.
- g) If your Sienna Amenity Access Credential is not working at the proximity reader, the Association should be contacted. If your electronic device with your Amenity Access Credential has been lost or stolen, the Association should be notified at 281-778-0778 or at Frontdesk@clubsienna.com to deactivate the account during regular business hours, Monday - Friday.
- h) Credentials are not transferable between properties within Sienna. If a resident moves properties within Sienna, the Access Credential for the original property will be deactivated. Access Credentials must be 'tied' to the owner's current property address.

2.0 Guest Access

Residents may bring up to a maximum of 5 guests per day per property address to an amenity or facility; each guest will be required to sign in at the entrance. Occupants of a residence may not leave the facility to bring in 5 additional guests during the same visit nor can another Occupant (of the same property) use the Credential to bring in 5 additional guests. Children under age 2 are not counted in the guest count. Residents must remain at the Amenity/Facility with their Guests for the entire visit.

- a) Residents ages 10-21 without an adult present may only bring in 1 guest for each visit and must have a valid Sienna Amenity Access Credential.

3.0 Brushy Lake Fitness, Sawmill Lake Fitness Center and Sawmill Lake Pool Use After Hours

- a) Residents may access Brushy Lake Fitness Center during staffed hours using their Sienna Amenity Access Credential. Brushy Lake Fitness Center does not offer after hour access.
- b) Residents may access Sawmill Lake Fitness Center and Pool during both staffed and non-staffed/ afterhours using their Sienna Amenity Access Credential. Refer to Fitness Center Hours for early morning/late evening access hours and the Sawmill Lake Pool Schedule for Swim At Own Risk hours. Residents should not open the side door of the Fitness Center or the Pool Gate for others to access.

4.0 Residential Leases

- a) Tenants leasing property in within Sienna may obtain Sienna Amenity Access Credentials for the lease period of the property as noted on the lease (no less than 6 months in term). A copy of the current lease must be provided to obtain approval for the Credential and must state lease period and current property owner's name and contact information.
- b) Sienna Amenity Access Credential will only be issued to Tenant if the Association has the current alternate mailing address of the Owner on file.
- c) Each Sienna Amenity Access Credential can be obtained with a fee for Occupants of a residence for ages 10 and up. Refer to Items 1c and 1d for form completion information.
- d) Sienna Amenity Access Credentials issued to Tenants will be deactivated upon the lease termination date. The Tenant must provide an updated lease if the lease period is extended (a period of no less than 6 months in term) in order for cards to be re-activated.
- e) Either the Owner or Tenant may have a Sienna Amenity Access Credential, not both.

Invalidation of any one or more of the covenants, restrictions, conditions or provisions contained in this Policy shall in no way affect any of the other covenants, restrictions, conditions or provisions which shall remain in full force and effect.

Policy Name	Approved/Finalized	Revised
Amenity Access Policy		February 7 & 8, 2023
Sienna ID and Guest Card Policy		April 23, 2018
Sienna ID and Guest Card Policy		August 17, 2015
Member ID Guest Card Policy		February 9, 2015
Member ID and Guest Card Policy		March 17, 2014
Member ID and Guest Card Policy		March 26, 2012
Guest Policy		May 28, 2008
Guest Policy	February 24, 2005	

[SIGNATURE PAGES FOLLOW]

CERTIFICATION

I, the undersigned, do hereby certify that I am the Secretary of Sienna Plantation Residential Association Inc., a Texas non-profit corporation;

That the foregoing Policy was duly adopted at a meeting of the Board of Directors held on the 7th day of February, 2023, at which a quorum was present.

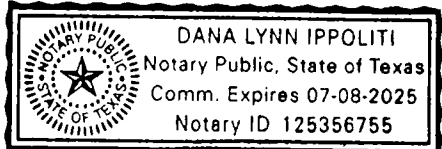
IN WITNESS WHEREOF, I have hereunto subscribed my name on this 7th day of February, 2023.

Derek Goff
Derek Goff (Mar 10, 2023 09:15 CST)
DEREK GOFF, Secretary

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BEFORE ME, the undersigned authority, on this day personally appeared DEREK GOFF the Secretary of the Sienna Plantation Residential Association, Inc., known by me to be the person whose name is subscribed to this instrument, and acknowledged to me that she executed the same for the purposes herein expressed, in the capacity herein stated, and as the act and deed of said corporation.

Given under my hand and seal of office, this 7th day of February, 2023.



Dana Lppoliti
Notary Public – State of Texas

After Recording Return To:
Dana L. Ippoliti
Sienna Plantation Associations
9600 Scanlan Trace
Missouri City, TX 77459