SRA BOARD OF DIRECTORS
MEETING MINUTES

DATE:	October 23, 2025	
PLACE:	Regular Session	
ATTENDING:	Alvin San Miguel, President	
	Bill Chrisman, Vice-President	
	Allison Bond, Secretary/Treasurer	
	David Atwood, Board Member	
	Patti Gallagher, Board Member	
	Sandra K. Denton, General Manager	Lisa Cox, Staff
	Michael Dei, Staff	Troy Goodell, Staff
	Cyndi Hernandez, Staff	Dana Ippoliti, Staff
	Doug McGee, Staff	Andy Peal, Staff
	Dami Roberts, Staff	

A. San Miguel called the meeting to order at 2:00 p.m.

A MOTION WAS MADE to call the meeting to order and accept the agenda. **(On motions duly made, seconded and carried, the meeting was called to order.)**

A. San Miguel proceeded to welcome all present. Per the sign-in names of the viewers, the following Village Representatives were present: Teri Clayton, Luis De La Mata, Ernest Okeke and Ernest Stalnaker. Eighteen (18) other individuals were viewing.

<u>MEMBER INPUT TIME</u>

A. San Miguel opened Member Input Time at 2:01 p.m. There were 5 members who had submitted input to the Board prior to the meeting. Sandy Denton summarized each submittal.

1) Bilesh Ladva, resident of the Village of Anderson Springs, had expressed concern over the amount of the SPOA assessment. He received a response prior to the meeting.
2) Deirdre Gilbert, resident of the Village of Anderson Springs, had previously sent a request for additional parking restrictions in her neighborhood. She will be informed that the best contact for her request is Fort Bend County Road & Bridge.
3) Bourjois Abboud, resident of The Sanctuary gated neighborhood in the Village of Waters Lake, addressed the Board with questions about the reserve report for The Sanctuary. This subject was discussed at the meeting as an agenda item.
4) Sajan Cherian, resident of the Village of Waters Lake, submitted an online member input form regarding a white fungus on the oak trees in the neighborhood. A member of the Operations Department will follow up.

5) Ben Tammami, resident of the Village of Anderson Springs, expressed concern over the advertisement package regularly dropped in driveways and wanted the Association to prohibit them. Staff will reach out to clarify that the Association does not have the authority to affect the delivery of this item.

ACKNOWLEDGE ADMINISTRATIVE AND ROUTINE MATTERS

- Ratified Electronic Decision to Approve Minutes from August 5, 2025, SRA Board of Directors Meeting.
- Ratified Electronic Decision to Approve Revised Unit Counts for 2025 VR Election.
- Ratified Electronic Decision to Approve Minutes from August 15, 2025 SRA Board of Directors Special Meeting.
- Ratified Electronic Decision to Appoint Village Rep. Elections Committee Members.
- Ratified Electronic Decision to Approve Bids on 2 Properties for Collection and Deed Restriction Matters: Account Numbers 00115-6474 and 00128-5882 (September 2025).

CONSENT AGENDA ITEMS

- Acknowledged advance receipt of Board package.
- Approved 2026 Event Schedule.
- Set 1st Quarter 2026 SRA Board of Directors Meeting Date: Tuesday, February 3, 2026, at 9am.

A MOTION WAS MADE to approve the Consent Agenda. **(On motions duly made, seconded and carried, the motion was passed)**

ACTION ITEMS

- Approved 2026 Business Plan-L. Cox presented the 2026 Business Plan and covered some highlights.

A MOTION WAS MADE to approve the 2026 Business Plan. **(On motions duly made, seconded and carried, the motion was passed)**

- Financial Reports
  - Review Preliminary September 30, 2025, Financial Reports-M. Dei stated that, due to the timing of this meeting, the September financial statements and 3rd quarter projection are not ready but will be distributed to the Board no later than November 6, 2025.
  - Update on 2025 Collections-see note immediately preceding this item.
  - Review 3rd Quarter 2025 Projection-see note immediately preceding this item.
  - Acknowledged Use of 2025 Reserve Studies for 2026 for SRA and Gated Neighborhoods-M. Dei explained that, normally, a new reserve study is presented for Board acceptance; however, in preparing the report for 2026, issues arose so a final 2026 study was not prepared. Based on this, Staff recommends that the Board accept the use of the 2025 report (which is a 30-year report) for use in 2026. M. Dei answered questions and the Board supported Staff's recommendation.
  - Approved 2026 SRA Budget and Set Assessment-S. Denton presented the 2026 SRA Budget and outlined highlights as well as material changes from the prior year. The proposed 2026 SRA assessment is $1,580, a 2.4% increase over the 2025 SRA assessment. This percentage increase is slightly lower than the projected CPI for the Houston area. S. Denton answered Board questions.

A MOTION WAS MADE to approve the 2026 SRA Budget and set the 2026 assessment at $1,580.00. **(On motions duly made, seconded and carried, the motion was passed)**

A. San Miguel closed Owner Input Time at 2:33 p.m.

- Approved 2026 SRA Gated Neighborhoods Budgets and Set Assessments-M. Dei presented the 2026 budgets for the gated neighborhoods, stating that he had reached out, for feedback, to the Gated Neighborhood Committees where applicable.

A MOTION WAS MADE to approve the 2026 Avalon Budget and set the 2026 assessment at $495.00. **(On motions duly made, seconded and carried, the motion was passed)**

A MOTION WAS MADE to approve the 2026 Commanders Point Budget and set the 2026 assessment at $2,505.00. **(On motions duly made, seconded and carried, the motion was passed)**

A MOTION WAS MADE to approve the 2026 Forest Isle Budget and set the 2026 assessment at $6,700.00. **(On motions duly made, seconded and carried, the motion was passed)**

A MOTION WAS MADE to approve the 2026 Pecan Estates Budget and set the 2026 assessment at $1,178.00. **(On motions duly made, seconded and carried, the motion was passed)**

A MOTION WAS MADE to approve the 2026 The Sanctuary Budget and set the 2026 assessment at $6,278.00. **(On motions duly made, seconded and carried, the motion was passed)**

A MOTION WAS MADE to approve the 2026 Sorrento Budget and set the 2026 assessment at $1,287.00. **(On motions duly made, seconded and carried, the motion was passed)**

A MOTION WAS MADE to approve the 2026 Vieux Carre Budget and set the 2026 assessment at $2,213.00. **(On motions duly made, seconded and carried, the motion was passed)**

- Approved Establishment of Pool Schedule Task Force and Approve the Charter-A. Peal noted that, per the 2026 Business Plan, Staff wishes to establish and work with a task force of residents to assess the Association's pool schedule. The Board is being asked to approve the establishment of the task force and the related charter at this time to allow for the group to meet and formulate a recommendation prior to the 2026 pool season.

A MOTION WAS MADE to approve the establishment of the Pool Schedule Task Force and to approve the related Charter. **On motions duly made, seconded and carried, the motion was passed)**

- Approved Contractors and Authorized S. Denton to Sign Contracts for:
  - **Supplemental Patrol Services with FBCSO for 1 Year: 2025-2026**-D. Ippoliti explained that the renewal contract for supplemental patrol services with the FBCSO shows a significant cost increase from the prior year due to a substantial pay increase approved in 2025 for deputies by the County Commissioners Court. Additionally, she explained that there have been some service issues and some changes were made as a result of meeting with representatives from FBCSO. While Staff is recommending approval of the renewal contract, it is important to note that, per the 2026 Business Plan, a task force of residents will be assembled to investigate alternatives to supplemental patrol services with the FBCSO, based on cost and service concerns.

A MOTION WAS MADE to authorize S. Denton to execute the contract with FBCSO for supplemental patrol services for 1 year, from 2025-2026. **(On motions duly made, seconded and carried, the motion was passed)**

- **Sienna Community Park Agreement with Sienna MUD 4 and MUD 5**-Phase 2 of the park, which includes the adaptive playground, is in the final stages of development and funding. In order to be eligible for public funds and grants, a municipal entity needs to own the land. Sienna MUD 5 has agreed to take ownership of the land. Additionally, MUD 4 has agreed to a $1,000,000 contribution toward the park improvements. Therefore, this agreement has been prepared and reviewed by the Association's attorney. Details on the time periods still need to be finalized but Staff is requesting the Board approve entering into this agreement, pending those details being resolved.

A MOTION WAS MADE to authorize S. Denton to execute Sienna Community Park agreement with Sienna MUD 4 and MUD 5, contingent upon finalization of dates, project scope and attorney approval. **(On motions duly made, seconded and carried, the motion was passed)**

- **Club Sienna Parking Lot Light Pole Replacement with A. Fuller Electric**-T. Goodell reported that a bid request had been sent to price out single-head lights after receiving the Board's feedback on this project previously. A. Fuller had the most competitive bid.

A MOTION WAS MADE to authorize S. Denton to engage A. Fuller Electric to install new single-head light poles at the Club Sienna site using the same style as the light poles at the Sawmill Lake site. **(On motions duly made, seconded and carried, the motion was passed)**

- <u>Approved Fees Effective January 1, 2026-S.</u> Denton stated that, periodically, Staff evaluates whether the established fees cover the costs to provide a service. Based upon a recent evaluation, a number of fee adjustments were recommended. S. Denton answered Board questions.

A MOTION WAS MADE to approve the revised fee schedule, to be effective on January 1, 2026. **(On motions duly made, seconded and carried, the motion was passed)**

- <u>Discussed/Adopted Policies:</u>
  - **Basketball Court Rules**-A. Peal presented the new policy, developed to coincide with the completion of the basketball courts at the Sienna Oaks amenity. He answered Board questions over communication of the rules to residents. A QR code will be developed to assist in this effort.

A MOTION WAS MADE to approve the Basketball Court Rules. **(On motions duly made, seconded and carried, the motion was passed)**

- **Revised Board Meeting Notice and Member Input Time Policy**-D. Ippoliti presented the policy and stated that it was revised primarily to incorporate the new method by which owners can request a time to be heard at Board meetings, via the online fillable form on Siennanet. Other administrative changes were also made.

A MOTION WAS MADE to approve the revised Board Meeting Notice and Member Input Time Policy. **(On motions duly made, seconded and carried, the motion was passed)**

- **Revised Collection, Board Hearing and Payment Plan Policy**-S. Denton stated that the fees within the policy will be changing upon SRA Board's approval of the adjusted fee schedule earlier in this meeting.

A MOTION WAS MADE to approve the revised Collection, Board Hearing and Payment Plan Policy to reflect the updated fee schedule, effective January 1, 2026. **(On motions duly made, seconded and carried, the motion was passed)**

- **Revised Pricing Policy**-S. Denton stated that the policy was revised to clarify it is not just one pricing model used; if management believes something should be priced outside the policy, Board action will be required; and to expand examples of what is included in the 'Non-Program/Event Cost Recovery' category, as well as a few other administrative changes.

A MOTION WAS MADE to approve the revised Pricing Policy. **(On motions duly made, seconded and carried, the motion was passed)**

- **Revised Racquet Sports Complex Policy**-A. Peal presented the policy and noted that it was revised to add exhibits for the courts under construction at the Sawmill Lake Club and Sienna Community Park. There was a recommendation to move the provision "Residents may not utilize their own private instructor with whom the Association has not contracted." to the top of the paragraph.

A MOTION WAS MADE to approve the revised Racquet Sports Complex Policy. **(On motions duly made, seconded and carried, the motion was passed)**

- **Revised Racquet Sports League Guidelines**-A. Peal stated that this policy was revised to include pickleball, an updated fee structure and additional rules for the purposes of vetting participants and maximizing resident access (minimum resident requirements per team).

A MOTION WAS MADE to approve the revised Racquet Sports League Guidelines. **(On motions duly made, seconded and carried, the motion was passed)**

- **Revised Swimming Pool Policies and Rules**-A. Peal presented this policy and noted that the revisions were made to include an exhibit for the coming Sienna Oaks Pool.

A MOTION WAS MADE to approve the revised Swimming Pool Policies and Rules. **(On motions duly made, seconded and carried, the motion was passed)**

- Other Action Items: S. Denton stated that there were no other action items on which to report.

NEW BUSINESS

- Reviewed Draft Agenda for 2025 Annual Meeting (Including Village Rep. Election Update)-S. Denton stated that there will be no major format changes to the upcoming Annual Meeting and presented the draft agenda for informational purposes.

- Considered Authorizing Swim at Your Own Risk at Steep Bank and Brushy Lake Pools-A. Peal presented the concept of utilizing the Steep Bank and Brushy Lake pools as Swim At Your Own Risk (SAYOR) facilities, following the same scheduling pattern as the Sawmill Lake Pool.

A MOTION WAS MADE to authorize the expansion of Swim At Your Own Risk hours to the Brushy Lake and Steep Bank Pools, contingent upon the necessary modifications to the Brushy Lake Pool. **(On motions duly made, seconded and carried, the motion was passed)**

- Other New Business-There was no other new business to discuss.

UPDATES ON OLD BUSINESS

- Update on MUD/LID Agreements-L. Cox reported that the MUD agreements are finalized; while the LID agreement is still under consideration.

- 2025 3rd Quarter 2025 Business Plan Update-L. Cox shared an update of the 2025 Business Plan.
- Other Major Projects Underway for 2025-There were no other major projects on which to report.
- Other Updates-There were no other updates on which to report.

A. San Miguel asked to adjourn into Executive Session at 3:54 p.m.

A MOTION WAS MADE to call the Executive Session meeting to order. **(On motions duly made, seconded and carried, the motion was passed)**

During the Executive Session, a collection matter was discussed.

A. San Miguel asked to adjourn the Executive Session and reconvene the Regular Session at 4:00 p.m.

A MOTION WAS MADE to adjourn the Executive Session and reconvene the Regular Session. **(On motions duly made, seconded and carried, the motion was passed)**

RECONVENE INTO REGULAR SESSION

a. Report of Executive Session Action-
   - Collection Matters–The Board authorized foreclosure proceedings and for the Association to bid on 1 account (#00120-2250) if the owner does not resolve the matter. The owner will have to pay for any related costs on the legal action.

A MOTION WAS MADE to take the action noted directly above on the Executive Session matter. **(On motions duly made, seconded and carried, the motion was passed)**

A MOTION WAS MADE to adjourn the Regular Session meeting at 4:01 p.m. **(On motions duly made, seconded and carried, the decision to adjourn the regular session was approved)**

Prepared by: Sandra Denton

Sandra K. Denton, General Manager

Approved electronically on Oct. 30, 2025 by the Board of Directors.

Approved by: Allison Bond

Allison Bond, Secretary and Treasurer