SIENNA™

SIENNA COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING
MINUTES

DATE: May 5, 2026
PLACE: Hybrid Meeting
ATTENDING: Jimmie Jenkins, President (via Zoom)
Alvin San Miguel, Vice President (via Zoom)
Steven Brumfield, Secretary/Treasurer (via Zoom)
Sandra K. Denton, General Manager
Lisa Cox, Staff   Doug McGee, Staff
Troy Goodell, Staff
Amber Rodarte, Staff
Andy Peal, Staff
Dami Roberts, Staff
Michael Dei, Staff

J. Jenkins called the meeting to order at 9:00 a.m.

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

J. Jenkins proceeded to welcome all present. Per the Zoom attendees' screen, of the eight (8) individuals present via Zoom, two were Village Representatives: Kiran Agarwal and Amos Miles.

MEMBER INPUT TIME

J. Jenkins opened Member Input Time at 9:01 a.m. There were no residents present requesting to speak. However, two residents had submitted written comments in advance of the meeting but did not appear before the Board. S. Denton summarized the submitted comments as follows:

- **Ralph Young, Crystal Spring Drive** – Mr. Young noted that the community has experienced significant growth and expressed concern that certain amenities, specifically the Sawmill Lake gym, have not kept pace. He inquired whether there are plans to expand the facility. Staff will follow up with the resident regarding future plans.
- **Carl McPhail, Texas Rose Drive** – Mr. McPhail submitted comments regarding a modification request, noting concerns related to a lack of response following the previous meeting. Staff will follow up with the resident to make sure he understands the appeal process.

ACKNOWLEDGE ADMINISTRATIVE and ROUTINE MATTERS

- Ratified Electronic Decision to Approve SCA Board Meeting Minutes from February 5,2026
- Ratified Electronic Decision to Accept Grant Advisory Committee's January's Recommendations
    - i. Fund the first time CCF Grant Application in the Amount of $2,500.00 (CS)
    - ii. Fund the Renewal CCF Grant Application in the Amount of $2,500.00 (BL)
- Ratified Electronic Decision to Accept Grant Advisory Committee's February's Recommendations
    - i. Appointment of Randy Czarlinsky and Cristina Leahy to Committee

ii. Appointment of Chris Lincoln and Judy Barr as Vice Chair of Committee
iii. Fund Grant from Sienna Association in the amount of $18,828.32 (split equally between the community funding the amount of $9,414.16) For Aquatic fitness Materials for Sienna Oaks Pools.
iv. The Renewal Children's Catastrophic Fund Grant Application in the amount of $2,500.00 from family with account #00132-1908 (MP)
v. The Renewal Children's Catastrophic Fund Grant Application in the amount of $2,500.00 from family with account #00139-0900 (OT)
vi. The Renewal Children's Catastrophic Fund Grant Application in the amount of $2,500.00 from family with account #00139-0900 (ST)

- Ratified Electronic Decision to Approve Grant Advisory Committee April Recommendations
  i. Fund Grant from Sienna Association in the amount of $ 10,871.89 (split equally between the community fund in the amount of 5,435.95) for Sample Landscape Beds.
  ii. Fund a Grant to Boy Scout Troop 140 in the amount of $3,895.80 (Split equally between the two community funds in the amount of $1,947.90 each) for equipment replenishment and equipment expansion due to troop growth.
- Ratified Electronic Decision to Approve Engagement of Smart property as Reserve Study Provider
- Ratified Decision to Approve Revised Charter Verbiage Overall
- Ratified Electronic Decision to S.Denton to execute the lease between SCA & Texas Biergarten
- Ratified Electronic Decision to Appoint Patrol Service Task Force Members and Approve Charter

A MOTION WAS MADE to acknowledge Administrative and Routine matters on the agenda **(On motions duly made, seconded and carried, the motion was passed)**

<u>CONSENT AGENDA ITEMS</u>

- Acknowledged Advance Receipt of Board Package
- Appointed Fox Bend Gated Neighborhood Rep- Suhail (Mike) Ali
- Approved 2026 Emergency Preparedness Plans (External & Internal)

A MOTION WAS MADE to approve the Consent Agenda with changes to the Emergency Preparedness Plans to incorporate Sienna Oaks where appropriate. **(On motions duly made, seconded and carried, the motion was passed)**

<u>ACTION ITEMS</u>

- <u>Financial Reports</u>
  i. Review Preliminary March 31, 2026, Financial Reports-M. Dei presented the financial statements and answered Board questions.
  ii. Update on 2026 Collections-M. Dei reported that for 2026 SCA is 85.9%

A MOTION WAS MADE to Approved the March 31, 2026 SCA financials. **(On motions duly made, seconded and carried, the motion was passed)**

iii. Reviewed 1st Quarter 2026 Projection- M. Dei summarized the projection and answered Board questions.
iv. Audit Update-M. Dei provided an update on the audit, which should be done early June and then will be routed to the board for review and approval.

- <u>Approved Contractors and Authorized S. Denton to Sign Contracts For:</u>

i. Wood Fencing repairs and replacements with Houston Fencing- T. Goodell presented the results of the request for proposals. T. Goodell recommended

Houston Fence Company based on their established presence within the Sienna community and proven track record of quality work.

A MOTION WAS MADE to authorize S. Denton to enter into a contract for 2 years with Houston Fence Company for wood fencing repairs and replacement services. **(On motions duly made, seconded and carried, the motion was passed)**

ii. Brick Fence & Masonry repairs and replacements with Hoggatt LLC – T. Goodell presented the results of the request for proposals, T. Goodell recommended Hoggatt LLC based on their established presence within the Sienna community and proven track record of quality work.

A MOTION WAS MADE to authorize S. Denton to enter into a contract for 2 years with Hoggatt LLC for Brick Fence & Masonry repairs and replacement services. **(On motions duly made, seconded and carried, the motion was passed)**

iii. Cell Tower Agreement – T. Goodell presented a proposed long-term lease agreement with Tower LLC to provide improved service coverage to the southern portion of the community. The Board discussed the proposal.

A MOTION WAS MADE to authorize S. Denton to execute the lease agreement with Tower LLC, subject to final legal review and resolution of outstanding property and access considerations. **(On motions duly made, seconded and carried, the motion was passed)**

Member Input Time was closed at 9:35am.

- Regency at Sienna 55+: S.Denton Provided an update on the management and lifestyle programing plans for regency, specifically:

  i. Approve Amendment to Management Agreement between SRA & SCA for 55+ Community – S. Denton presented an amendment to the existing Management Agreement to incorporate provisions specific to the Regency at Sienna age-restricted community.
  ii. Discuss Regency Budget and Assessments – S. Denton stated that development of the Regency budget and assessment structure is currently underway and that a special meeting will be required to approve the budget once finalized.
  iii. Approve Regency Resident Advisory Committee – S. Denton presented the concept of establishing a Regency Resident Advisory Committee to support community engagement once residents begin occupancy.

A MOTION WAS MADE to approve the amendment to the Management Agreement and to approve establishing a Regency Resident Advisory Committee. **(On motions duly made, seconded and carried, the motion was passed)**

- Discuss/Adopt Policies:
  i. Community Fences & Walls Guidelines Policy- Staff requested this be tabled. Fort Bend CAD recently updated its files, and additional time is needed to download and incorporate the updated data to ensure all fencing is accurately reflected in the guidelines.

  ii. Swimming Pool Policies and Rules - A. Peal presented updates to the Swimming Pool Policies and Rules.

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

iii. Community Building & Pavillion Use Policy- A. Peal presented a new Community Building & Pavilion Use Policy, which intended to serve as a resource for staff and residents.

A MOTION WAS MADE to approve the Community Building & Pavilion Use Policy, subject to revision of the pavilion rental language. **(On motions duly made, seconded and carried, the motion was passed)**

iv. Property Maintenance Guidelines Update for Sports Courts- D.Roberts presented a clarification to the Property Maintenance Guidelines related to sport courts.

A MOTION WAS MADE to approve the Property Maintenance Guidelines Update for Sports Courts. **(On motions duly made, seconded and carried, the motion was passed)**

v. Board Meeting Preparation & Meeting Protocol Guidelines- S. Denton presented the board Meeting Preparation & Meeting Protocol Guidelines. She identified the main changes which were removing the reference to the STHA Board once it is no longer a separate entity and updating the section on Executive Session to align with current day proceedings. Based on feedback from SRA Board further modifications to the wording will be made and distributed electronically for approval.

- <u>Other Action Items</u>-

i. MUD 4 / MUD 5 Joinder Agreement – L.Cox presented a Joinder Agreement between SCA and MUD 5 to join Mud 4, to clarify maintenance responsibilities for certain park areas. Staff further noted that similar Joinder Agreements are anticipated in the future for park areas within MUD 6 and MUD 7. The Board discussed the importance of clearly defining ownership and maintenance responsibilities between the Association and the districts, including long-term considerations related to operational costs, capital improvements, and funding responsibilities.

A MOTION WAS MADE to approve the Joinder Agreement between SCA, MUD 4, and MUD 5 and to authorize S. Denton to execute the agreement, as well as similar Joinder Agreements for future park areas within MUD 6 and MUD 7.
(On motions duly made, seconded and carried, the motion was passed by a 2-1 vote, with the President opposed)

<u>NEW BUSINESS</u>

- <u>2026 Insurance Renewals</u>- M. Dei presented the SRA 2026 insurance rates and stated that there will be a 33.5% increase due to new assets and increased units. Staff confirmed coverage levels remain consistent.

A MOTION WAS MADE to authorize S. Denton to bind the 2026 SCA insurance policies. **(On motions duly made, seconded and carried, the motion was passed**

- <u>Consider Highway 6 & Sienna Parkway Renovation Funding-</u> T. Goodell presented a request for funding participation for the Sienna Parkway and Highway 6 entry improvements project. T. Goodell stated that the estimated project cost is approximately $1.2 million, with funding to be shared among the Sienna Management District, Toll, and the Association entities, each contributing $400,000. The SCA portion of the request is $150,000 from Capital/Unrestricted Funds.

A MOTION WAS MADE to authorize the use of up to $150,000 from SCA Capital/Unrestricted Funds to participate in the Sienna Parkway and Highway 6 Entry Improvements Project, subject to development of a satisfactory design.
(On motions duly made, seconded and carried, the motion was passed)

- Other New Business-None

UPDATES:
- 4th of July- L. Cox shared that the Association would not be having a firework celebration but there will be a variety of activities around the community throughout the week.
- Patrol Service Task Force- S.Denton updated the board on the progress of the Task Force, and any recommended changes would be presented to the Board.
- Sienna Community Park Update-A. Peal provided an update on the current status of phase I and what is coming for phase II.
- 2026 Business Plan Update-L. Cox shared an update of the 2026 Business Plan activities underway to date.
- Other Major Projects Underway for 2026-There are no other major projects on which to report.
- Other Updates-S. Denton stated that there are no other updates on which to report.

J. Jenkins asked to adjourn into Executive Session at 10:50 am.

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, collection and other executive session matters were discussed.

J. Jenkins asked to adjourn the Executive Session and reconvene the Regular Session at 11:00 am.

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
- Report on Executive Session Action-
  i. Collection Matters -The Board authorized 39 accounts to be sent to the attorney for potential legal action. (Please see attached for Account numbers)
  ii. Other Executive Session Matters: The Board was provided an update on other litigation matters. No action was required.

A MOTION WAS MADE to authorize 39 collection accounts be sent to the attorney for potential legal action. **(On motions duly made, seconded and carried, the motion was passed)**

A MOTION WAS MADE to adjourn the Regular Session meeting at 11:00am. **(On motions duly made, seconded and carried, the motion was passed)**

Prepared by: Sandy Denton
Sandra K. Denton, General Manager

Approved electronically on 05 - 12 - 20 26, by the Board of Directors.

Approved by: ______________________
Jimmie Jenkins, President

Signature: JJ Jenkins
Email: jjenkins@tollbrothersinc.com