



**SBA
BOARD OF DIRECTORS MEETING
MINUTES**

DATE: May 14, 2025
PLACE: Hybrid Meeting
ATTENDING: Jimmie Jenkins, President (via Zoom)
Alvin San Miguel, Vice President
Steven Brumfield, Secretary/Treasurer (via Zoom)
Sandra K. Denton, General Manager
Lisa Cox, Staff
Michael Dei, Staff
Troy Goodell, Staff
Cyndi Hernandez, Staff
Dana Ippoliti, Staff
Doug McGee, Staff
Dami Roberts, Staff

Alvin San Miguel called the meeting to order at 10:19 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.)**

CONSENT AGENDA ITEMS

- Acknowledged advance receipt of Board package.
- Acknowledged Administrative and Routine Matters:
 - *Ratified Prior Electronic Decision to Approve Minutes from February 6, 2025 SBA Board of Directors Meeting.*
 - *Ratified Prior Electronic Decision to Approve Revised Board Responsibilities Guidelines.*

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

ACTION ITEMS

- Financial
 - *Reviewed Preliminary March 31, 2025, Financial Reports*—M. Dei presented the financial statements and answered Board questions. He noted an error that would be corrected.
 - *Reviewed 1st Quarter 2025 Projection*—M. Dei summarized the projection and answered Board questions.
 - *Update on 2025 Collections*—M. Dei reported that SBA is 69.4% collected for 2025.

A MOTION WAS MADE to accept the preliminary March 31, 2025, financial reports. **(On motions duly made, seconded and carried, the motion was passed)**

Business Association
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Missouri City, TX 77459
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- Approved Contractors and Authorized S. Denton to Sign Contracts for:
➤ *None.*
- Discussed/Adopted Policies for:
➤ *None.*
- Other Action Items-S. Denton stated that there were no other action items to discuss.

NEW BUSINESS

- Other New Business-S. Denton stated that there was no new business to discuss.

UPDATES ON OLD BUSINESS

- 2025 Insurance Renewals-M. Dei presented the SBA 2025 insurance rates and answered Board questions.

A MOTION WAS MADE to authorize S. Denton to bind the 2025 SBA insurance policies. **(On motions duly made, seconded and carried, the motion was passed)**

- 2025 2nd Quarter Business Plan Update-L. Cox shared an update of the 2025 Business Plan.
- Other Major Projects-There were no other major projects on which to report.
- Developer Update-A. San Miguel provided an update on current SBA development.
- Other Updates-S. Denton noted that there were no other updates on which to report.

ADJOURN INTO EXECUTIVE SESSION (IF NEEDED) OR ADJOURN

- Executive Session Matters-None.

The Regular Session meeting was adjourned at 10:28 a.m.

Prepared by:



Sandra K. Denton, General Manager

Approved on May 19, 2025 by the Board of Directors by:



Jimmie F. Jenkins, President