

SUGARLAND RUN HOMEOWNERS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
July 16, 2025

CALL TO ORDER

The regular meeting of the Sugarland Run Homeowners Association Board of Directors was called to order on July 2, 2025, at 6:30 PM. Jeff Kozak informed everyone in attendance that a quorum was present.

Present BOD: Marc Raphael, President
Jeff Kozak, Vice President
Patricia Pruden, Secretary
Jimmy O'Connor, Director
Jorge Frapiccini, Director
Christine Devine, Director

Absent BOD: Christopher Fullerton, Treasurer

Management: Asma Khan, Sequoia Management
Victoria Murcia, Sequoia Management

Vacant: Vacant Director Seat

APPROVAL OF AGENDA

Jeff Kozak **MOTIONED** that the agenda be approved as amended. Jimmy O'Connor **SECONDED** the motion, which **PASSED 6 FOR, 1 ABSENT (Christopher Fullerton)**.

APPROVAL OF MINUTES

Jeff Kozak **MOTIONED** that the July 2, 2025, meeting minutes be approved as amended. Patricia Pruden **SECONDED** the motion, which **PASSED 6 FOR, 1 ABSENT (Christopher Fullerton)**.

RESIDENT FORUM

- A homeowner brought up that the signage on Willow Lake is fading and needs to be looked at, and they were inquiring about the lake drain progress.

FINANCIAL REPORT

The treasurer reviewed the financial report.

DIRECTORS REPORT

- Patricia Pruden reported that the initial scanned maps are complete and have been sent. They are still waiting for the company to take on the job from their backlog, which involves unloading cabinets. They will hold onto the maps until the office can find a place to store the scanned maps.
- Jimmy O'Connor reported that the Fourth of July pool party was a success. He also mentioned he will meet with county park staff to walk the Sugarland Run Trail and discuss connecting the trails in three specific areas.
- Jorge Frapiccini inquired about having the new deputy attend a board meeting.
- Jeff Kozak stated he signed up for the upcoming event with Loudoun Invasive Removal Alliance.
- Marc Raphael mentioned he would like to identify which meter posts need to be removed. He also mentioned he will stop by the pool and look at the pool vacuum.

MANAGER'S REPORT

- Management reported that the wading pool white coating and replastering have been completed, and it is back to normal operations.
- The pool vacuum is still not in use. Paradise Pools does not want to do repairs on it since it was not purchased through them.
- A surprise pool health inspection was conducted this week. The pool inspector noted that the pool company needs to replace the flow meter, as it was malfunctioning and not providing accurate readings. They also complimented the pool, stating that it looks better than it has in decades.
- The roof lights are scheduled to be reinstalled by Critical Peak Service on July 16, 2025. There is no confirmation that it has been completed yet. Once it has been completed, the board will be notified.
- The website is still in progress. The photographer has taken pictures of the community and is waiting to get the images to upload to the website

- The trail contracts have been sent to legal for review and approval before proceeding.
- There will be a board orientation for the board meeting on August 20, 2025. They will serve as guest speakers and provide the board with comprehensive training.
- The tennis court door repairs have been delayed due to the contractor having an emergency, but will be scheduled for repair this week.
- The reserve study specialist is scheduled to meet with management on Friday, July 18, 2025, to tour the property and review all the projects completed over the past three years.

DISCUSSION ITEMS

1. **Current Locations of Trash Cans on SRHOA Common Grounds:** The board plans to discuss the trash can property lines to determine if the trash cans can be relocated at a future meeting.
2. **Elected Officials Using the Community Center:** The board discussed how Loudon County elected officials could use the community center for a town hall meeting to address any questions regarding the Sugarland Run community.

INFORMATION ITEMS

1. **To Do List 2025:**
 - a. For board review only.

EXECUTIVE SESSION

Jeff Kozak **MOTIONED** to enter Executive Session at 7:46 PM to discuss legal matters. Patricia Pruden

SECONDED the motion, and it **PASSED 6 FOR, 1 ABSENT (Christopher Fullerton)**.

Jeff Kozak **MOTIONED** to exit Executive Session at 8:12 PM. Patricia Pruden **SECONDED** the motion, and it **PASSED 6 FOR, 1 ABSENT (Christopher Fullerton)**.

ANNOUNCEMENT OF THE NEXT MEETING

Wednesday, August 6, 2025

ADJOURNMENT

Jimmy O'Connor **MOTIONED** to adjourn the meeting. Jeff Kozak **SECONDED** the motion, and it **PASSED UNANIMOUSLY**.

The meeting was adjourned at 8:14 P.M.

Submitted By: _____