

SUGARLAND RUN TOWNHOUSE OWNERS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING

June 11, 2025

Present BOD:	David Meier, President Kevin Leete, Vice President (Arrived Late) Bilal Hussain, Treasurer David Mitchler, Secretary Thea Cox, Director
Management:	Asma Khan, Sequoia Management Victoria Murcia, Sequoia Management

CALL TO ORDER

David Meier called the meeting to order at 7:00 PM. It was noted that quorum was present.

APPROVAL OF AGENDA

David Meier MOTIONED that the agenda be approved as written. Thea Cox SECONDED the motion, and it PASSED, 4 FOR, 1 ABSENT (Kevin Leete).

APPROVAL OF MINUTES

David Meier MOTIONED to approve the meeting minutes from May 14, 2025, as written. Bilal Hussain SECONDED the motion, and it PASSED, 4 FOR, 1 ABSENT (Kevin Leete).

RESIDENT FORUM

- There were no residents with comments or questions.

PRESIDENTS REPORT

David Meier discussed the Sequoia contract and the cost associated with the renewal of the contract in 2014. David Meier MOTIONED to approve and accept this report statement. Thea Cox SECONDED the motion, and it PASSED, 4 FOR, 1 ABSENT (Kevin Leete).

FINANCIALS

- The board discussed and reviewed the financials.

COMMITTEE REPORT

The committee reported that a meeting with the traffic calming committee has been scheduled, and the process will be summarized and reported at the next meeting.

MANAGER'S REPORT

- Management gave a list of trees that were approved due to emergency removal.
- Management has collaborated with Clippers to restore the grass damaged by a homeowner 's ATV or vehicle. It has been reseeded, and the ground has been repaired at no additional cost.
- Maintenance has worked with Sequoia accountants and received board approval to transfer the unappropriated funds to the cash reserve for the existing trail, sidewalk, and steps project. The adjustment is reflected in the balance statement.
- Management followed the boards decision and has canceled the reinstallation of the shed wiring with Dominion. The meter will not be removed from the location even though it is currently dead and inoperable.
- Management has assisted the administration team and the inspector with daily operations and violations.

OLD BUSINESS

Snow Removal Contract Cancellation: David Meier MOTIONED to approve to terminate the Clippers contract for snow removal based on performance. Kevin Leete SECONDED the motion, and it PASSED UNANIMOUSLY.

Trail, Sidewalks, and Step Update by David Meier: David Mitchler reported that the trails have been completed. The handrails are being worked on now and will be installed as they are completed. There were a few spots, like 12 Wedgedale Dr, that needed to be fixed.

NEW BUSINESS

1. Painting of Curbs and Fire Lanes
 - A. The board would like to look into cars that are parked by curbs and see if fire lanes and curbs can be painted.

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2. Sequoia Contract Changes
 - A. The board would like to have a special meeting July 26, 2025 to discuss the Sequoia contract and changes that they would like to take place.
3. Visitor Parking Tag Removal
 - A. The board discussed the visitor parking regulations and discussed possible options for homeowner's visitor parking tags.

EXECUTIVE SESSION

Kevin Leete MOTIONED to enter Executive Session to discuss legal matters at 7:47 PM. Thea Cox SECONDED the motion, and it PASSED UNANIMOUSLY.

Bilal Hussain MOTIONED to exit Executive Session at 8:15 PM. Thea Cox SECONDED the motion, and it PASSED UNANIMOUSLY.

David Meier MOTIONED to approve account SRT575 to write off \$663.19 per legal's suggestion. Kevin Leete SECONDED the motion, and it PASSED UNANIMOUSLY.

David Meier MOTIONED to approve account SRT609 based on legal's opinion to proceed to showcase. Kevin Leete SECONDED the motion, and it PASSED UNANIMOUSLY.

David Meier MOTIONED to approve to write off the previous owner's past due bad debt under \$100 by June 30, 2025. Kevin Leete SECONDED the motion, and it PASSED UNANIMOUSLY.

ANNOUNCEMENT OF THE NEXT MEETING

The next meeting is July 9, 2025, at 7 PM

Board Working Session – Office Building, Room A, July 26, 2025, at 2:30 PM

ADJOURNMENT

Thea Cox MOVED to adjourn the meeting. Kevin Leete SECONDED the motion, and it PASSED UNANIMOUSLY.

The meeting was adjourned at 8:18 PM.

Submitted By: _____