

SUGARLAND RUN HOMEOWNERS' ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
May 7, 2025

CALL TO ORDER

The regular meeting of the Sugarland Run Homeowners Association Board of Directors was called to order on May 7, 2025, at 6:30 PM. Marc Raphael informed everyone in attendance that a quorum was present.

Present BOD:	Marc Raphael, President Jeff Kozak, Vice President Patricia Pruden, Secretary Christopher Fullerton, Treasurer Jorge Frapiccini, Director Jimmy O'Connor, Director Christine Devine, Director (Arrived Late) Timothy Starr, Director
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. Marc Raphael SECONDED the motion, which PASSED 7 FOR, 1 ABSENT (Christine Devine).

GUEST SPEAKER – OPEN SOURCE ENGINEERING (OSE), LLC

Hiruy Dafla from Open Source Engineering (OSE) provided an update on the walking trails project. He invited six potential contractors to submit proposals: Brothers Paving and Concrete, Dominion Paving and Sealing, Fairfax Paving and Concrete, Finley Asphalt and Concrete, Pro-Pave Incorporated, and Tibbs Paving, Inc. After reviewing the submissions, he narrowed the selection to three contractors with the most competitive bids: Brothers Paving and Concrete, Fairfax Paving and Concrete, and Finley Asphalt and Concrete. Hiruy presented a comparison of the three proposals and opened a discussion on how the board would like to proceed and answered any questions the board had.

APPROVAL OF MINUTES

Marc Raphael MOTIONED that the April 16, 2025, meeting minutes be approved as written. Patricia Pruden SECONDED the motion, which PASSED 8 FOR, 1 ABSTAIN (Jimmy O'Connor).

RESIDENT FORUM

- David Mieres from the THOA Board provided an update regarding the baskets that were previously planned for installation. He informed the board that the decision to install the baskets has been abandoned, as the issue they were intending to address was resolved through backfilling. The board will consider reallocating those funds toward a different project.
- The CAC Yard Sale is scheduled for Saturday, May 10, 2025. Additionally, the Taste of Sugarland event will take place the same day from 2:00 PM to 4:00 PM. A few residents have signed up to participate in the event and have requested to borrow the TV to display photos and play music that reflect their cultural heritage. They will also be hosting a Memorial Day Pool Party that will begin at noon.

DIRECTORS REPORT

- Jeff Kozak stated that the Earth Day clean-up was a success and had a good turnout.
- Patricia Pruden met with one of the reps from Image World to scan the maps. He came out to look at all the maps and to give the board an estimate for scanning, indexing, and naming.
- Jimmy O'Connor has received an email from Michael Avon for the bridge repair, which will be shared with the board. Karl Evan from the County has also sent an email regarding Willow Lake and has been delayed for the moment due to an evacuation plan. He lastly stated that the County is looking the access trail points and will further that discussion and what it is they would like to propose.
- Marc Raphael confirmed all 30 meters have been disconnected and deenergized.

MANAGER'S REPORT

- Management reported that the community center cleanup will start next month.
- The pool has been walked with management and the pool company and some dangerous cracks on the pool deck have been noticed and must be sealed before the pool opens.
- Doctor Pipe was scheduled to conduct the main waterline leak repair. This was an emergency repair, so it was planned, and the estimate is part of the decision item for ratifying the vote. When the work started, they noted the pipe was damaged due to tree roots, and the tree would be removed so they could get to the pipe.
- The pool inspection is planned to be scheduled between May 19 and May 23, 2025.
- Management has met with Katchmark to evaluate the roof and provide an estimate for replacing it. The total cost to replace the roof at the community center and the office building is \$63,433, similar to Nationwide's estimate for total loss. Management has contacted Nationwide to find out the deductible for the roof replacement compared to repairs and is waiting for their response.
- Management has contacted Washington Gas to schedule the service. And they have received the payment and are waiting for them to plan the installation.
- Over the weekend, management was informed that the thermostat at the community center had stopped working and contacted Setec for an emergency inspection, and they confirmed that the wiring to the HVAC unit to the thermostat had no power. Management reached out to Quality Air and discovered that a raccoon had chewed through the wires. They returned the following day to repair the wiring and resolve the issue.
- One raccoon has been trapped in the traps set out for the raccoons, and animal control has been contacted to remove and set more traps at the community center, as they believe more than one raccoon is hiding.
- Management and the admin team have collaborated on drafting the materials for the new website's framework. They are attached to the discussion item for board approval.
- Management has contacted Solitude to get an estimate for a one-time cleanup of Willow Lake. Once an estimate has been provided, it will be shared with the board.

DECISION ITEMS

1. Ratification of Vote – Emergency Repair of the Main Waterline by the Pool: Patricia Pruden MOTIONED to approve estimate 32462194 from Pipe Doctor for the water service replacement from the water meter to the pool for a total of \$12,925. Jeff Kozak SECONDED the motion, and it PASSED UNANIMOUSLY.
2. Concrete Repairs at the Pool: Jeff Kozak MOTIONED to approve estimate 8304 from Paradise Pool Service to patch cracked areas of concrete on the pool deck for a total of \$3,000. Jimmy O'Connor SECONDED the motion, and it PASSED UNANIMOUSLY.
3. Map Scanning: Patricia Pruden MOTIONED to approve Image World Technology for scanning, indexing, and naming not to exceed \$4,085. Jeff Kozak SECONDED the motion, and it PASSED UNANIMOUSLY.

DISCUSSION ITEMS

1. Trail Repairs and Replacement: The board had a few questions for Hiruy and they would like the contractors to come in to answer the questions before making a final decision.
2. Roof Repairs and Replacement – Community Center and Office Building: Patricia Pruden MOTIONED to approve Katchmark Proposal dated May 1, 2025, for single roof replacement at the office building and the pool house for a total of \$63,433. Jeff Kozak SECONDED the motion, and it PASSED UNANIMOUSLY.
3. Main Frame - SRHOA Website: Management presented the Board with a sample vision of the main framework for the new website. The Board requested a few edits, which they will submit via email. Once the changes are made, the revised version will be sent to LightMix and returned to the Board for further review.

ANNOUNCEMENT OF THE NEXT MEETING

Wednesday, May 21, 2025

ADJOURNMENT

Marc Raphael MOTIONED to adjourn the meeting. Patricia Pruden SECONDED the motion, and it PASSED UNANIMOUSLY.

The meeting was adjourned at 8:50 P.M.

Submitted By: _____