

SUGARLAND RUN HOMEOWNERS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
September 3, 2025

CALL TO ORDER

The regular meeting of the Sugarland Run Homeowners Association Board of Directors was called to order on September 3, 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
Christopher Fullerton, Treasurer
Patricia Pruden, Secretary
Jorge Frapiccini, Director
Christine Devine, Director
Tim Starr, Director (Arrived Late, Left Early)

Absent BOD: Jimmy O'Connor, Director

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

Vacant: Vacant Director Seat

APPROVAL OF AGENDA

Marc Raphael **MOTIONED** that the agenda be approved as amended. Christopher Fullerton **SECONDED** the motion, which **PASSED 6 FOR, 2 ABSENT (Tim Starr and Jimmy O'Connor).**

RESIDENT FORUM

- A homeowner wanted to say hello and wanted to say thanks for a great summer.
- The CAC reported there are plastic trees in the CAC room and requested that they be trashed. They also mentioned that the fall fest is in the planning stages and will take place at the community center on Monday after hours.

GUEST SPEAKER – Lisa Pham from Reserve Advisors

Lisa Pham from Reserve Advisors provided an overview of the reserve study conducted in July, along with an update on anticipated upcoming projects. She recommended increasing the current operating budget. In particular, the pool deck will need to be replaced soon, and all walking trails will require maintenance. Lisa also addressed any questions the board had.

APPROVAL OF MINUTES

Marc Raphael **MOTIONED** that the August 16, 2025, meeting minutes be approved as amended. Jeff Kozak **SECONDED** the motion, which **PASSED 7 FOR, 1 ABSENT (Jimmy O'Connor).**

DIRECTORS REPORT

- Tim Starr inquired about new marquee boards in the future.
- Christopher Fullerton mentioned that he has gone through the budget, and the numbers look good and will be sent to the board for review.
- Jeff Kozak stated he went to a LIRA event, and there was a discussion on the steps to grant funds to help with invasive species. He attempted to contact one of the program managers to arrange a site assessment and is now waiting to hear back.
- Patricia Pruden mentioned that there have been multiple times people have brought up goats for invasive species, and is inquiring about doing a possible study regarding the goats and the effects of getting rid of invasive species.
- Christine Devine stated that there is bamboo all along the Hopeland trail that has been ripped down and is blocking the trail, and needs to be taken care of. She also had a question regarding the manager's report on trial 18, which is scheduled to start in October, a direct trial for the school, and wanted to know if it could be conducted on the weekend.

- Marc Raphael wanted to bring up the hack that happened to the HOA, and funds were fraudulently routed out of the account. The bank has returned the funds and is still investigating the incident, tracking the funds.

MANAGER'S REPORT

- Management has provided all the necessary information for the website design. The mock website will be ready for the board's final review and approval before we proceed with finalizing all the materials.
- Brothers Paving and Fairfax Paving have both signed the contract for the trails. Fairfax Paving is set to begin work this month, while Brothers Paving plans to start in early October. A kickoff meeting with both vendors will be scheduled this month to walk the trails and identify the necessary tree work that needs to be completed before the trail project begins.
- Wells Fargo has returned \$250,000 to the account, and it is now secure. Multi-factor authentication has been enabled for the Microsoft 365 account. Additionally, two-factor authentication has been set up with Comcast to allow changes to the account. An estimate has also been requested from JTC for a monitoring contract or a service level agreement to ensure routine inspections and verifications of our accounts against any cyber threats or suspicious activity.
- Washington Gas is working with management to get the heater working this month
- Pool season has closed, and we will do a final closing walk-through and are waiting to hear back from them to be completed.

DISCUSSION ITEMS

1. **SRHOA Pool Request for Proposal:** The board will be reviewing and adding additional information and wording to the RFP to resolve issues that have been brought up in the past. This will be discussed further in a subsequent meeting.
2. **Added Trash Cans on Trails:** The board discussed the trash cans on the trails and possibly adding additional trash cans in specific locations in the trails, as there are a lot of dog walkers.

INFORMATION ITEMS

1. **Action Items:**
 - a. For board review only.

EXECUTIVE SESSION

Jeff Kozak **MOTIONED** to enter Executive Session at 7:48 PM to discuss legal matters. Christopher Fullerton **SECONDED** the motion, and it **PASSED 6 FOR, 2 ABSENT (Tim Starr and Jimmy O'Connor).**

Christopher Fullerton **MOTIONED** to exit Executive Session at 7:53 PM. Jeff Kozak **SECONDED** the motion, and it **PASSED 6 FOR, 2 ABSENT (Tim Starr and Jimmy O'Connor).**

Patricia Pruden **MOTIONED** to write off the remaining balance for the previous owner for SGR30157. Jeff Kozak **SECONDED** the motion, and it **PASSED 6 FOR, 2 ABSENT (Tim Starr and Jimmy O'Connor).**

ANNOUNCEMENT OF THE NEXT MEETING

Wednesday, September 17, 2025

ADJOURNMENT

Marc Raphael **MOTIONED** to adjourn the meeting. Christopher Fullerton **SECONDED** the motion, and it **PASSED 6 FOR, 2 ABSENT (Tim Starr and Jimmy O'Connor).**

The meeting was adjourned at 7:55 P.M.

Submitted By: _____