

**SUGARLAND RUN HOMEOWNERS ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING**  
**January 21, 2026**

**CALL TO ORDER**

The regular meeting of the Sugarland Run Homeowners Association Board of Directors was called to order on January 21, 2026, at 6:32 PM. Marc Raphael informed the attendees that a quorum was present.

**Present BOD:** Marc Raphael, President  
Jeff Kozak, Vice President  
Christopher Fullerton, Treasurer  
Patricia Pruden, Secretary  
Christine Devine, Director

**Absent:** Jorge Frapiccini, Director  
Tim Starr, Director

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

**Vacant:** Vacant Director Seat  
Vacant Director Seat

**APPROVAL OF AGENDA**

Marc Raphael **MOTIONED** to approve the agenda as amended. Christopher Fullerton **SECONDED** the motion, and it **PASSED 5 FOR, 2 ABSENT (Jorge Frapiccini and Tim Starr).**

**APPROVAL OF MINUTES**

Jeff Kozak **MOTIONED** that the January 7, 2026, meeting minutes be approved as amended. Christopher Fullerton **SECONDED** the motion, which **PASSED 5 FOR, 2 ABSENT (Jorge Frapiccini and Tim Starr).**

**RESIDENT FORUM**

- There were no residents in attendance.

**DIRECTORS REPORT**

- Jeff Kozak informed the board that three new people have been added to the Green Team.

**FINANCIAL REPORT**

The treasurer reviewed the financial report.

**MANAGER'S REPORT**

- Management informed the board that the gas has been reinstated in the office.
- As of now, four raccoons have been caught from the attic. A trap remains in the attic to monitor the situation further. There are no open holes, and it appears that the raccoons have been hiding there.
- The insurance policy has been processed. We are waiting on the COI from Philadelphia Insurance Company.
- There is a lake update in the information item to be discussed further.
- Jimmy, Marc, and management met with the Avon and Bowman engineers to discuss concerns regarding the task and expenses that need to be addressed before Loudoun County will permit the process to move forward. We are currently seeking additional estimates to see if we can reduce costs.
- The 2024 audit was complete, and management is awaiting the final draft from GoldKlang. Once it's received, it will be shared with the board.

**DECISION ITEMS**

1. **Pool Contract 2026-2028:** Patricia Pruden **MOTIONED** to approve the proposal from Premier Aquatics for the 2026 pool season for \$155,000 with two option years. Marc Raphael **SECONDED** the motion, and it **PASSED 5 FOR, 2 ABSENT (Jorge Frapiccini and Tim Starr).**
2. **Ratification of Previous Motion:** Patricia Pruden **MOTIONED** to retract the decision to pay \$11,000 to Avon Engineering for the bridge surveys. Jeff Kozak **SECONDED** the motion, and it **PASSED 5 FOR, 2 ABSENT (Jorge Frapiccini and Tim Starr).**
3. **Allocate Surplus from 2025 Over to Replacement Reserves for 2026:** Patricia Pruden **MOTIONED** to

put the 2025 surplus funds for the amount of \$65,000 into the replacement reserves for 2026. Christopher Fullerton **SECONDED** the motion, and it **PASSED 5 FOR, 2 ABSENT (Jorge Frapiccini and Tim Starr)**.

#### **DISCUSSION ITEMS**

**1. Landscaping Contract 2026-2028:**

A. The Board discussed renewing the contract with Clippers or seeking new bids. Management will obtain comparative bids, and the board will make a decision at the February meeting, as the contract starts on April 1<sup>st</sup>.

**2. Service Level Agreement (SLA) Cyber Security – JTC:**

A. The board discussed scheduling a meeting with JTC regarding security service level agreements.

#### **INFORMATION ITEMS**

**1. Lake Update:**

A. The board reviewed plans for the lake restoration project, which will involve draining the lake, removing fish and invasive species, and installing a new road and fence system. The board also noted that the lake management contract has been reduced to zero and discussed potential future improvements, such as adding benches and fountains, though these would not be implemented until adequate water levels are restored.

#### **EXECUTIVE SESSION**

Marc Raphael **MOTIONED** to enter Executive Session to discuss Legal Matters at 7:41 PM. Christopher Fullerton **SECONDED** the motion, and it **PASSED 5 FOR, 2 ABSENT (Jorge Frapiccini and Tim Starr)**.

Marc Raphael **MOTIONED** to exit Executive Session at 8:08 PM. Christopher Fullerton **SECONDED** the motion, and it **PASSED 5 FOR, 2 ABSENT (Jorge Frapiccini and Tim Starr)**.

The board **MOTIONED** to reject the waiver request for account SGR71009 and to approve a full payment plan of \$886.63 over six months, allowing the homeowner to either pay \$500 within 30 days to clear the remaining balance or accept the full payment plan. Christopher Fullerton **SECONDED** the motion, and it **PASSED 5 FOR, 2 ABSENT (Jorge Frapiccini and Tim Starr)**.

#### **ANNOUNCEMENT OF THE NEXT MEETING**

Wednesday, February 4, 2026

#### **ADJOURNMENT**

Marc Raphael **MOTIONED** to adjourn the meeting. Jeff Kozak **SECONDED** the motion, and it **PASSED 5 FOR, 2 ABSENT (Christopher Fullerton and Tim Starr)**.

The meeting was adjourned at 8:11 P.M.

Submitted By: \_\_\_\_\_