

SUGARLAND RUN HOMEOWNERS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
March 4, 2026

CALL TO ORDER

The regular meeting of the Sugarland Run Homeowners Association Board of Directors was called to order on March 4, 2026, at 6:31 PM. Marc Raphael informed everyone in attendance that a quorum was present.

Present BOD: Marc Raphael, President
Jeff Kozak, Vice President
Christopher Fullerton, Treasurer
Jorge Frapiccini, Director
Christine Devine, Director

Absent: Patricia Pruden, Secretary

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

Vacant: Vacant Director Seat
Vacant Director Seat
Vacant Director Seat

APPROVAL OF AGENDA

Christopher Fullerton **MOTIONED** approving the agenda as amended. Jeff Kozak **SECONDED** the motion, and it **PASSED. 6 FOR, 1 ABSENT (Patricia Pruden).**

APPROVAL OF MINUTES

Marc Raphael **MOTIONED** that February 18, 2026, meeting minutes be approved as amended. Christopher Fullerton **SECONDED** the motion, which **PASSED. 6 FOR, 1 ABSENT (Patricia Pruden).**

RESIDENT FORUM

- The CAC reported the egg hunt will take place on March 22, 2026, at 2 PM, with a rain date of March 29, 2026. They also mentioned plans for a yard sale in late April/ early May.

DIRECTORS REPORT

- Marc Raphael wanted management to verify Pat when she was coming by the office to work on the maps.

MANAGER'S REPORT

- Management reached out to Member Splash and Cell Badge to obtain their quote and program details. Once received, management will review their estimates and present them at the next board meeting for the board to review and select the application to use for SRHOA.
- Management reported a shredding event scheduled for March 14, 2026, from 8 AM to 11 AM. One truck will be available to assist all members, and the event will conclude once the truck is full. This event has been advertised in the March 2026 Newsletter.
- Management contacted the engineer to discuss additional paths recommended by the board of directors at the last meeting. Hirury reached out to Fairfax Paving and provided management with their updated proposal for the job. The proposal is included in the board package.
- Management coordinated with Clippers for all the snow removal efforts in SRHOA.
- Jimmy O'Connor is working with the engineers to identify ways to reduce costs for some of the testing and permit requirements. He plans to reach out to Loudoun County soon to discuss this matter. Once he provides more information, it will be shared with the board.

COMMITTEE REPORTS

Jeff provided an update on the Green Team's activities, reporting that the most recent meeting had the largest turnout so far. He shared plans to continue removing ivy near the tennis courts and noted the need for co-chairs to help manage the committee. Jeff also mentioned that a high school student is assisting with coordinating service hours for other students. The team will focus on clearing ivy in areas where trail improvements are planned, and Jeff will select co-chairs from among the regular attendees.

DECISION ITEMS

1. **Trail Project Phase III:** Christopher Fullerton **MOTIONED** to approve trial segments #6, #7 and #8 not to exceed \$373,206. Marc Raphael **SECONDED** the motion, and it was **PASSED. 6 FOR, 1 ABSENT (Patricia Pruden).**
2. **Town Hall Meeting – May 6 for Traffic Calming Matter Sugarland Run:** Jimmy presented an update on the traffic calming project along Sugarland Run Drive, explaining a proposal to install two speed humps that would require community approval. He requested that the board host a town hall meeting on May 6th to begin the 30-day voting period and noted that all residents who responded to the initial outreach supported the project. Jimmy also explained that a majority of the more than 200 affected residents must vote in favor for the project to move forward. The board suggested promoting participation through newsletters, Facebook, and email, and approved hosting the town hall meeting on May 6th. Following the meeting, a 30-day voting period will begin, and if the project is not approved during that time, it cannot be proposed again for several years.

DISCUSSION ITEMS

1. **Sign Lighting Estimate by CMI:**
 - A. The board discussed an estimate from CMI to install lighting for the community sign and expressed concern about the nearly \$9,000 cost. Alternative options were considered, including the possibility of using solar battery lighting similar to what is used for speed limit signs. It was noted that solar-operated options could be explored as a more cost-effective solution. The board agreed that the estimate from CMI was too expensive and decided to research solar lighting alternatives, while also considering the possibility of replacing the sign at the same time.
2. **THOA Use of Room B:**
 - A. The board discussed a request from the Townhome HOA to use Room B for meetings twice a month, specifically on the second Wednesday at 7 p.m. and the last Saturday at 2:30 p.m. During the discussion, concerns were raised about potential liability, how to determine responsibility for any damage when multiple groups use the facility, and how inspections would be handled if events occur at the same time. It was noted that cleaners visit every Sunday and could provide reports if needed. The board ultimately agreed to allow the Townhome HOA to use Room B at no charge. However, if there is a conflicting paid reservation, the Townhome HOA will have the first right of refusal to pay and retain their reservation, and the policy for non-profits using the facilities will be updated accordingly.

EXECUTIVE SESSION

Marc Raphael **MOTIONED** to enter Executive Session to discuss Legal Matters at 7:38 PM. Christopher Fullerton **SECONDED** the motion, and it **PASSED. 6 FOR, 1 ABSENT (Patricia Pruden).**

Marc Raphael **MOTIONED** to exit Executive Session at 7:38 PM. Christopher Fullerton **SECONDED** the motion, and it **PASSED. 6 FOR, 1 ABSENT (Patricia Pruden).**

Marc Raphael **MOTIONED** to reject the waiver of the attorneys' fees and costs for account SGR10062. Christopher Fullerton **SECONDED** the motion, and it **PASSED. 6 FOR, 1 ABSENT (Patricia Pruden).**

ANNOUNCEMENT OF THE NEXT MEETING

Wednesday, March 18, 2026

ADJOURNMENT

Marc Raphael **MOTIONED** to adjourn the meeting. Christopher Fullerton **SECONDED** the motion, and it **PASSED. 6 FOR, 1 ABSENT (Patricia Pruden).**

The meeting was adjourned at 7:41 P.M.

Submitted By: _____