

SUGARLAND RUN HOMEOWNERS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
June 17, 2026

CALL TO ORDER

The regular meeting of the Sugarland Run Homeowners Association Board of Directors was called to order on June 17, 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
Patricia Pruden, Secretary
Christine Devine, Director

Absent BOD: Jorge Frapiccini, Director

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

Vacant: Vacant Director Seat
Vacant Director Seat
Vacant Director Seat

APPROVAL OF AGENDA

Marc Raphael **MOTIONED** to approve the agenda as amended. Jeff Kozak **SECONDED** the motion, and it **PASSED 5 FOR, 1 ABSENT (Jorge Frapiccini)**.

APPROVAL OF MINUTES

Marc Raphael **MOTIONED** that the June 17, 2026, meeting minutes be approved as written. Patricia Pruden **SECONDED** the motion, and it **PASSED 5 FOR, 1 ABSENT (Jorge Frapiccini)**.

RESIDENT FORUM

- The Community Activities Committee provided an update on the July 4th Pool Party and noted that a food vendor would likely be utilized again this year. Residents also discussed concerns about the pool guest pass policy and suggested implementing policy changes in phases to minimize impact on residents.
- A resident reported ivy growth along the rear pool fence line near the grill area. Management agreed to inspect the area and coordinate maintenance efforts to prevent vegetation from encroaching through the fence.
- Residents expressed concerns regarding individuals operating minibikes and motorcycles on common area paths. The Board encouraged residents to report incidents to local non-emergency police and, when possible, provide photographs to assist in identifying offenders.

DIRECTORS REPORT

- Patricia Pruden reported that a homeowner was selling coconuts on the street.
- Jeff Kozak received an update regarding the Wisteria Lane invasive species project. The Green Team continues to work with consultants and Loudoun County on grant opportunities and mitigation strategies, including invasive species removal and future native plant restoration efforts

FINANCIAL REPORT

The treasurer reviewed the financial report.

MANAGER'S REPORT

- Management met with representatives from Wells Fargo to discuss the Association's banking relationship and establish points of contact moving forward. Management reported that both Will and Vince O'Connor will serve as the Association's representatives. During the meeting, Wells Fargo representatives acknowledged and apologized for previous communication challenges. Management was advised that recent staffing changes within Wells Fargo, including employee departures and retirements, contributed to the delays and communication issues experienced by the Association. Management further reported that Wells Fargo is implementing a secure email communication system, which is expected to improve communication and responsiveness. Board members' email addresses have been provided to Wells Fargo to facilitate future correspondence and ensure more efficient communication going forward.

- Management reported that the community center alarm system has been repaired; however, the existing panel is nearing the end of its useful life. Management will obtain replacement estimates and include funding for the project in future budget discussions.
- Management scheduled the community center and office building backflow testing this month for June 24, 2026.
- Management provided an update on the trail replacement project and noted that construction is progressing well, and contractors continue to provide regular schedule updates.
- Management reported that several pool maintenance items were completed prior to opening, including repairs to the kiddie pool, replacement of a filtration system component, and installation of a new pool clock. The Board also discussed updating and expanding the pool inventory list to better track equipment condition and replacement schedules.
- Management reported that the new pool shed was installed last week. Aldo will be painting the concrete floor with waterproof paint and repainting the front door of the pool house white. Once the maintenance items are completed, a lock will be added to the shed door to secure the facility. Management has also coordinated with the pool company to store the pool cover in the new shed following completion of the painting work.
- Management reported that three to four blue pool tables with attached benches are deteriorating and have been added to the Reserve replacement list for purchase toward the end of the pool season. The table surfaces are peeling and cannot be repaired or refinished. In addition, Management noted that additional pool chairs and lounge furniture will likely need to be purchased for the 2027 pool season. Once the pool closes for the season, Management will conduct a comprehensive inventory inspection to assess the condition of all pool furniture and equipment and identify any additional replacement needs.
- Management reported that tree removal previously approved by the Board has been completed.
- Management stated landscaping enhancements for the front of the office building are being developed for Board review.
- Management provided an update on the bridge project and reported that permitting is required. Updated pricing will be obtained prior to proceeding. If project costs increase, the revised proposal will be brought back to the Board for consideration.
- Management reported damage to a concrete median located at Baker and Sugarland Run Drive. The Board confirmed that median curb maintenance falls under VDOT jurisdiction and directed management to report the damage to VDOT as a safety concern.

DECISION ITEMS

1. **Ratification of Vote – Emergency Pool Repairs:** Patricia Pruden **MOTIONED** to approve the action taken by Asma Khann, General Manager SRHOA, to authorize the pool repairs from Premier Aquatics proposal #12379 for \$5,365.00. Jeff Kozak **SECONDED** the motion, and it **PASSED 5 FOR, 1 ABSENT (Jorge Frapiccini)**.
2. **Policy No: 2026-002 Guest Pool Pass:** Patricia Pruden **MOTIONED** to approve Policy Resolution No 002-2026 for the Sugarland Run Homeowners Association Guest Pool Pass Carryover Policy on June 17, 2026. Jeff Kozak **SECONDED** the motion, and it **PASSED 5 FOR, 1 ABSENT (Jorge Frapiccini)**.

DISCUSSION ITEMS

1. **Landscaping Plan Medians:**
 - A. The Board discussed the condition and replacement of median trees throughout the community. A map identifying existing, missing, and previously removed trees was reviewed. The Board directed Management to work with the Association's arborist to evaluate the health of existing trees and develop a phased replacement plan, prioritizing median areas currently lacking tree coverage. The Board agreed that tree replacement efforts should be completed over multiple years based on budget availability.
2. **Pool Hours:**
 - A. The Board discussed pool operating hours and coordination with the swim team schedule. No formal action was taken. Management will continue discussions with the swim team to ensure pool operations, cleaning schedules, and resident access are effectively coordinated.

INFORMATION ITEMS

1. Swimming Pool Inventory List 2026

- A. The Board reviewed the pool inventory process and discussed expanding it to include major pool equipment, furnishings, and infrastructure components. The Board also discussed the condition of deteriorating pool furniture and benches within the facility. Management will continue evaluating replacement and refurbishment options and will provide a more comprehensive inventory list, including equipment condition and replacement timelines, to support future planning and budgeting decisions.

EXECUTIVE SESSION

Marc Raphael **MOTIONED** to enter Executive Session at 8:16 PM to discuss Legal Matters. Christopher Fullerton **SECONDED** the motion, and it **PASSED 5 FOR, 1 ABSENT (Jorge Frapiccini).**

March Raphael **MOTIONED** to exit Executive Session at 8:26 PM. Jeff Kozak **SECONDED** the motion, and it **PASSED 5 FOR, 1 ABSENT (Jorge Frapiccini).**

ANNOUNCEMENT OF THE NEXT MEETING

Wednesday, July 1, 2026

ADJOURNMENT

Marc Raphael **MOTIONED** to adjourn the meeting. Christopher Fullerton **SECONDED** the motion, and it **PASSED 5 FOR, 1 ABSENT (Jorge Frapiccini).**

The meeting was adjourned at 8:27 P.M.

Submitted By: _____