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

CALL TO ORDER

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

Present BOD:	Marc Raphael, President Jeff Kozak, Vice President Christopher Fullerton, Treasurer Christine Devine, Director Jorge Frapiccini, Director
Management:	Asma Khan, Sequoia Management Victoria Murcia, Sequoia Management
Absent:	Patricia Pruden, Secretary
Vacant:	Vacant Director Seat 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, 1 ABSENT (Patricia Pruden).**

GUEST SPEAKERS: Premier Turf and Landscaping Inc.

Representatives from Premier Tree Services, including Scott Trumbull and Hans Baradank, attended to address questions regarding tree assessments, removal recommendations, pricing, and the Association's tree maintenance process. Premier explained that tree assessments are conducted by its arborist team, with findings reviewed internally before proposals are submitted to management and the Board. The company explained that its competitive pricing is based partly on its longstanding relationship with Sugarland Run and the ability to schedule multiple days of work within the community. The Board discussed concerns regarding a previously marked poplar tree near a homeowner's property. Management explained that the tree was initially misidentified and marked while staff attempted to identify it for further evaluation. Following additional review with Premier and Cascades' arborist, it was confirmed that the tree is located on Cascades' property and is not an SRHOA tree. Cascades has accepted responsibility for the tree. Management requested that Cascades prune the tree to address falling branches and homeowner safety concerns rather than remove it.

APPROVAL OF MINUTES

Marc Raphael **MOTIONED** that the September 16, 2026, meeting minutes be approved as written. Christopher Fullerton **SECONDED** the motion, and it **PASSED. 5 FOR, 1 ABSENT (Patricia Pruden).**

Marc Raphael **MOTIONED** that the October 6, 2026, meeting minutes be approved as written. Christopher Fullerton **SECONDED** the motion, and it **PASSED. 5 FOR, 1 ABSENT (Patricia Pruden).**

RESIDENT FORUM

- A homeowner asked questions regarding the proposed trail 2027 budget.
- A homeowner inquired about the pool vacuum and its condition.
- A homeowner asked questions regarding the upcoming Annual Meeting, election process, and quorum requirements, and asked whether residents could write in candidates on the election ballot.
- A homeowner inquired about the process for filling vacant Board positions.
- A homeowner asked questions regarding the Architectural Review Committee (ARC) application process and the upcoming November 10 meeting.

DIRECTOR'S REPORT

- Jeff Kozak reported that herbicide treatments had been applied to several Tree of Heaven trees throughout the community. Initial observations indicated that most treated trees were showing signs of decline. Additional monitoring and treatment will continue. Jeff also discussed the need for

assistance when identifying trees located near neighboring properties, particularly Cascades, until the proposed MOU is finalized.

FINANCIAL REPORT

The treasurer reviewed the financial report.

MANAGER'S REPORT

- Management received an estimate to replace approximately 70 missing straps on the pool chairs, with the repair estimated at approximately $1,500. Management also received a separate proposal to replace all chair straps. Management will obtain additional pricing for replacement furniture and compare the options before presenting a recommendation
- Management reported the bridge survey has been completed, and permit applications have been submitted. The Association is awaiting permit approval.
- Management met with three contractors to review proposed renovation options. Recommendations varied from basic crack repairs to more extensive rehabilitation and drainage improvements. Additional discussion was scheduled under the agenda.
- Management reported that CMI completed the previously approved electrical repair for approximately $25, compared with the authorized amount of $3,800. The repaired area was leveled, and management may consider adding flowers in the spring.
- Management provided an update regarding the transition and consolidation of Comcast services and the anticipated reduction in operating expenses.
- Management confirmed that the Association previously agreed to proceed with Loudoun County's water meter replacement project. The County was informed that two meters are located in the pit, and management will follow up to confirm the anticipated project schedule, currently being tracked for March 2027.
- Management is continuing to explore options for redirecting potential water leaks from the pool filter area away from the Community Center kitchen and toward the appropriate drainage area.
- Management is working with the pool contractor to locate a replacement diving board matching the existing model. The Board expressed its preference to retain the diving board rather than remove it without an appropriate replacement.
- Management reported that the citation involving the Association's use of its ATV on Sugarland Run Drive was dismissed. The Association may continue using its ATV and golf cart, provided it observes applicable speed limits.

DECISION ITEMS

1. Ratification Vote: Approval of Estimate from GAM for Annual Meeting Announcement Packet:
   Christopher Fullerton **MOTIONED** to approve the proposal from GAM Printers, Inc., in the amount of $5,600.14, for printing and mailing the nine-page annual meeting packet, including the proxy page printed on yellow cardstock and mailed with first-class postage and handling. Marc Raphael **SECONDED** the motion, and it **PASSED. 5 FOR, 1 ABSENT (Patricia Pruden).**

2. Basketball Court Repair & Reconstruction:

   The Board reviewed three proposals to repair and renovate the basketball court near the office. The proposed work included crack repairs, resurfacing, drainage improvements, and potential replacement of basketball backboards and related equipment. Management provided a side-by-side comparison of the proposals and discussed contractor experience. The Board expressed interest in addressing the underlying drainage issues rather than completing temporary repairs. The Board requested more information before making a final decision. The Board agreed that the project should be scheduled for spring rather than completed immediately before winter. Management will revise the information and bring the proposal back for further consideration at the November 4 meeting.

   The board **MOVED** to approve the proposal from SC Companies to repair and rehabilitate the basketball court, contingent on additional details. The motion **PASSED. 5 FOR, 1 ABSENT (Patricia Pruden).**

DISCUSSION ITEMS

1. Median Tree Removal and Options

   A. The Board and Premier discussed proposed replacement tree species for the community medians; however, concerns were raised regarding their non-native classification and whether Loudoun County or VDOT would approve their use. The Board and Premier also discussed the importance of diversifying tree species to reduce the risk of disease affecting an entire planting area. Premier explained that the proposed project would include tree removal, stump grinding, and installation of replacement trees. The estimated project timeline would be approximately two weeks, subject to scheduling and tree availability.

   Marc Raphael **MOVED** to approve Premier Landscaping's proposal to remove and replace the median trees, not to exceed $40,000, contingent upon revisions to the tree species and their distribution throughout the medians. Jeff Kozak **SECONDED** the motion, and it **PASSED. 5 FOR, 1 ABSENT (Patricia Pruden).**

2. Common Area Trees

A. The Board revisited the Association's existing tree evaluation and removal process following concerns regarding the previously misidentified tree near Cascades. The Board discussed confirming property ownership, evaluating potential hazards, obtaining professional arborist recommendations, and presenting proposed removals to the Board when required. Management was asked to prepare a formal written procedure incorporating these considerations and present it at a future Board meeting.

3. Swimming Pool Chair Straps

A. The Board discussed the condition of the pool furniture and proposals received for replacing missing or damaged chair straps. Approximately 70 straps are missing from 63 chairs. Management presented preliminary pricing of approximately $1,500 to replace the missing straps and approximately $18,000 to replace all straps. The Board discussed whether it would be more cost-effective to repair the existing chairs or replace certain chairs entirely. Members emphasized the importance of considering the quality and durability of the replacement materials, appearance, and warranty coverage.

EXECUTIVE SESSION

Marc Raphael **MOTIONED** to enter Executive Session to discuss legal matters at 8:22 PM. Christopher Fullerton **SECONDED** the motion, and it **PASSED. 5 FOR, 1 ABSENT (Patricia Pruden).**

Marc Raphael **MOTIONED** to exit the session at 9:09 PM. Jeff Kozak **SECONDED** the motion, and it **PASSED. 5 FOR, 1 ABSENT (Patricia Pruden).**

Marc Raphael **MOVED** to approve maintenance technician Aldo Ramirez's bonus of $2,500 for exceptional work at the office building. Christopher Fullerton **SECONDED** the motion, and it **PASSED. 4 FOR, 1 ABSTAIN (Jorge Frapiccini), 1 ABSENT (Patricia Pruden).**

ANNOUNCEMENT OF THE NEXT MEETING

Wednesday, November 4, 2026

ADJOURNMENT

Marc Raphael **MOVED** to adjourn the meeting. Christine Devine **SECONDED** the motion, and it **PASSED. 5 FOR, 1 ABSENT (Patricia Pruden).**

The meeting was adjourned at 9:11 P.M.

Submitted By: _____