SUGAR HILL TOWNHOMES ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING – GENERAL SESSION
TUESDAY, JUNE 16, 2026
MINUTES

The General Session meeting of the Board of Directors for Sugar Hill Townhomes Association, Inc. was called to order at 6:23 p.m. Directors present were Mark McQuillan, Alex Ramirez, and Cherilyn Lantrip. Robert Schroeder was absent. Kyle D'Souza was present representing Management.

RATIFICATIONS

A motion was made, seconded, and carried to ratify the prior approval and replacement of the exit gate keypad. Management reported that the replacement keypad had been installed; however, the previously assigned code was not functioning properly. Management confirmed that a work order was submitted to address the issue.

MINUTES / REPORTS

There were no minutes presented for approval at this meeting.

The Financial Report ending May 31, 2026, was reviewed and accepted as presented.

It was noted that the Board previously agreed to place all non-emergency work orders on hold, with exceptions made only for leaks and emergency repairs.

OLD BUSINESS

<u>Work Orders and Deferred Projects</u>
The Board reviewed several previously approved projects, including garage repairs, stairwell repairs, downspout work, pressure washing, fencing, signage, and other maintenance items. Due to financial considerations, the Board agreed to continue postponing non-essential projects until additional funds become available.

<u>Sidewalk and Drainage Repairs</u>
The Board discussed areas of the community where sidewalks continue to hold standing water and create safety concerns, including areas between Buildings 3 and 4 and near the gazebo. Management was directed to obtain proposals for additional sidewalk raising and drainage improvements, including potential French drain solutions.

<u>Landscaping</u>
The Board discussed maintenance of crepe myrtles throughout the property and directed Management to obtain pricing for biannual trimming services.

Insurance Renewal

Management reviewed the Association's proposed insurance renewal. The premium was reported at approximately $113,000, reflecting a decrease from prior years. The Board reviewed optional deductible buy-down coverage and, following discussion, elected to renew the insurance policy as presented and declined the deductible buy-down options.

Trash Service

The Board confirmed that the Association would remain with its current trash provider. The Board discussed replacing two smaller dumpsters with one larger dumpster to reduce overflow and overage charges. Management was directed to follow up regarding the installation schedule.

Gutter Cleaning

The Board reviewed a proposal for semi-annual gutter cleaning services. Discussion was held regarding ongoing roof leaks and preventative maintenance needs. No action was taken pending further discussion with roofing contractors.

Special Assessment

Management advised that special assessment notices were expected to be mailed on or about July 1, 2026, and advised that owners would have the option to pay the assessment in full or through monthly installments. The Board discussed utilizing assessment proceeds to fund ongoing capital improvement projects.

Tree Trimming

The Board reviewed a proposal from Victor Tree Service for community-wide tree trimming, including approximately 35 trees and 37 crepe myrtles. Following discussion regarding hurricane preparedness and property maintenance needs, the Board agreed to proceed with the proposal as presented.

Leasing Documentation

The Board discussed obtaining current lease information for all rental units within the community. Management advised that the compliance department would coordinate collection of updated lease documentation.

ADJOURNMENT

There being no further business to come before the Board during General Session, the meeting was adjourned and the Board entered Executive Session.

Approved: A. Ramirez

Date: 07-21-2026