

TrailMark Homeowners Association
BOARD of DIRECTORS MEETING
March Meeting Minutes
March 11, 2025

I. CALL TO ORDER

Ken Colaizzi, Board President called the meeting to order at 6:01 pm. The following were present:

- Ken Colaizzi (President)
- Arwen Vaughan (Vice President)
- Phil Kinney (Treasurer)
- Tonya Sloan (Secretary)
- Dave Soule (Member at Large)
- Westwind Management Group, LLC Representative, Roxanne Chaparro, CMCA®, AMS® Association Business Manager
- Homeowners were also in attendance to observe and speak to the Board of Directors during the Homeowner Forum.

II. APPROVAL OF MINUTES – On a motion duly made and seconded, the Board unanimously approved the January 14, 2025, Board of Director meeting minutes as presented.

III. MANAGEMENT REPORT – Roxanne Chaparro, with Westwind Management, presented the recent action items on the management report since the last Board meeting. The Compliance and Architectural Applications reports were included in the packet for the Board's review.

IV. FINANCIAL REPORT

- a. January and February Un- Audited Financials – Roxanne Chaparro presented the January and February financials and provided an update on the operating and reserve account balances. On a motion duly made and seconded, the Board accepted the January and February unaudited financials as presented. All were in favor and the motion carried.

V. COMMITTEE REPORTS

- a. **Design Review Committee** – DRC Chair JT Bergstorm, reported it is quiet season and reminded all to submit a DRC request before commencing any exterior home improvements.
- b. **Communication Committee** – Vice President Arwen Vaughn reported a new "News" tab has been added to the TrailMark HOA website. This tab will serve as a centralized location for important updates, announcements, and community news.

- c. **Common Area Committee** – On a motion duly made, seconded, and unanimously carried to appoint Lisa Hern as the Common Area Committee Chair. Phil Kinney thanked Mary Kreeger for her many years of dedicated volunteer service as the former chair.
- d. **Social Committee** – President Ken Colaizzi reported an Easter Bunny and Easter Egg Hunt will take place on April 19, a Senior Citizen Picnic will be held May 17, three (3) concerts at Hogback Hill Park for 2025 on June 22, July 20, and August 24, and there will be food trucks. More information on these events can be found on the TrailMark HOA website.

VI. OLD BUSINESS

- a. None

VII. NEW BUSINESS

- a. **New Shea Homes Update, If possible, Pachner Group** – Jasper with Pachner Group reported a brief update that there have not been many changes to the site plan other than the modifications to the view corridors.
- b. **Trash Times and Recent Service Issues** – Board President Ken Colaizzi reminded all residents to place their trash and recycling bins out by 7:00 a.m. on service day (Tuesdays) and to remove the bins the same day after they have been serviced. He also advised that there have been recent service issues, which were escalated to Republic Services and they ensured that both Westwind and the Board would be notified in the event of any service delays.
- c. **TrailMark Night at the Lights at Chatfield Botanic Gardens Canceled** – Board President Ken Colaizzi reported that the planned event at the Botanic Gardens has been canceled due to several stipulations that the Botanic Gardens would enforce this year. As a result, the Social Committee will be planning a new Christmas Holiday event.
- d. **Park Vandalism** – Board President Ken Colaizzi reported that there was graffiti vandalism at the park, which was reported and removed. Ken reminded all residents that if they see any suspicious behavior, they should report it to the South Suburban Parks and Recreation Park Ranger or the Littleton Police Department.
- e. **Dumpster Day 4/26** – Board President Ken Colaizzi reported that Dumpster Day will be held on April 26, 2025, with more details to be provided closer to the date.
- f. **Westwind Contract Extension** – Board President Ken Colaizzi reported the Westwind Management Group contract has been extended for another year.
- g. **Vote DRC Shed Greenhouse Policy** – On a motion duly made, seconded, and unanimously carried to adopt the policy.
- h. **New Paint Colors are Now in Effect** – Board President Ken Colaizzi reminded all residents that the new paint colors went into effect on January 1, 2025. Homeowners can find the updated paint colors on the TrailMark HOA website or may request the paint book.

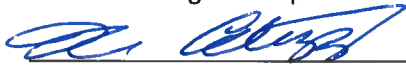
VIII. HOMEOWNER OPEN FORUM – Homeowners presented the following items during the Homeowner Forum:

- **9735 Iris Ct** – The homeowner shared feedback regarding the signage installed at TrailMark Park and requested that it be communicated that there is too much signage.

With no other questions from the audience, the open portion of the meeting was adjourned at 7:00 p.m. The next meeting will be on May 13, 2025, at 6:00 pm at Falcon Bluffs Middle School.

IX. EXECUTIVE SESSION – The Board entered Executive Session at 7:00 pm. The Board exited the Executive Session at 7:16 pm.

X. ADJOURNMENT- In a motion duly made and seconded, the Board moved to adjourn the Board meeting at 7:16 pm.



Approved by the Board of Directors

