

TrailMark Homeowners Association
BOARD of DIRECTORS MEETING
November Meeting Minutes
January 13, 2026

I. CALL TO ORDER

Ken Colaizzi, Board President called the meeting to order at 6:05 pm. The following were present:

- Ken Colaizzi (President)
- Arwen Vaughan (Vice President)
- Tonya Sloan (Secretary)
- Phil Kinney (Treasurer)
- 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 November 11, 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. November Un-Audited Financials** – Roxanne Chaparro presented the November financials and provided an update on the operating and reserve account balances.
On a motion duly made and seconded, the Board accepted the November unaudited financials as presented. All were in favor and the motion carried.

V. COMMITTEE REPORTS

- a. Design Review Committee** – DRC Chair JT reported that 173 requests were processed in 2025. Of these, 21 required additional information, 14 were initially denied, and 11 of the denials were later resolved and approved with stipulations.

- b. **Common Area Committee** – Member at Large Dave Soule reported that this is a quiet time of year and advised that common area holiday decorations will be removed on Friday, January 16th.
- c. **Communication Committee** – Vice President Arwen Vaughan reported that basic monthly IT maintenance is being completed and noted that he will work with the DRC Committee to revise and improve the electronic DRC form.
- d. **Social Committee** – President Ken Colaizzi reported that the Parade of Lights on December 12th went very well. He also noted that Pirates Cove Night has been secured for July 12th, with more information to follow.

VI. OLD BUSINESS

- a. None

VII. NEW BUSINESS

- a. **Trash Day Moving To Wednesdays Beginning January 14th** – Board President Ken Colaizzi reported that Republic Services has changed the service day from Tuesday to Wednesday. There are no other changes to the service.
- b. **New Westwind Portal Begins March 2026** – Community Manager Roxanne Chaparro reported that as we approach the live date there will be homeowner & Board training on the new portal
- c. **2026 Summer Concert Schedule** – Board President Ken Colaizzi reported that all concerts will run from 5:30 p.m. to 7:30 p.m. on the following dates: Sunday June 14th Shelvis, Sunday July 19th Chris Daniels & The Kings and Sunday, August 23rd Darling Revival. Food truck will be at each concert with more information to come.
- d. **Christmas Lights and Decorations Need to Be Completely Turned Off and Put Away by February 1st** – Board President Ken Colaizzi reminded all homeowners that holiday decorations must be removed by February 1, 2026.

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

- **9735 S Iris Ct** – The homeowner inquired about the Christmas event location.
- **9845 S Iris Ct** – The homeowner inquired the status of Shae Homes.
- **9478 W Gibraltar PI**– The homeowner reported that Shae homes went from 875 homes to 850 homes in response to the petition

With no other questions from the audience, the open portion of the meeting was adjourned at 6:41 p.m.

The next meeting will be on March 10, 2026, at 6:00 pm at Falcon Bluffs Middle School

IX. EXECUTIVE SESSION – The Board entered Executive Session at 6:45 pm. The Board exited the Executive Session at 7:06 pm.

- a. **Collection Resolution Form #95840** – On a motion duly made, seconded, and unanimously carried to approve the collection solution form.

- X. **ADJOURNMENT-** In a motion duly made and seconded, the Board moved to adjourn the Board meeting at 7:06 pm.



Approved by the Board of Directors