

# TrailMark Homeowners Association

## BOARD of DIRECTORS MEETING

### AGENDA

July 9, 2024- 6:00 pm

Crave Nutrition 9729 W. Coal Mine Ave Suite Y Littleton, CO 80123

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#### I. CALL TO ORDER

Board Members: Board Members – Ken Colaizzi (President), Arwen Vaughan (Vice President), Tonya Sloan (Secretary), Phil Kinney (Treasurer), Dave Soule (Member at Large)

Westwind Management Group, LLC Representatives – Roxanne Chaparro, CMCA® Association Business Manager

#### II. APPROVAL OF MINUTES- May 14, 2024

#### III. MANAGEMENT REPORT

- a. Management Report & Action Items List
- b. Additional Reports (Work Orders, DRC and Compliance Log)

#### IV. FINANCIAL REPORT

- a. May and June 2024 Un- Audited Financials

#### V. COMMITTEE REPORTS

- a. Design Review Committee – Tonya
- b. Common Area Committee – Phil
- c. Communication Committee – Arwen
- d. Social Committee - Ken

#### VI. OLD BUSINESS

- a. None

#### VII. NEW BUSINESS

- a. Paint Color Changes (Ken)
- b. Temporary HOA Manager Change (Roxanne)
- c. Beginning Discussions of 2024 – 2025 Budget (Ken, Roxanne, Sandy)
- d. November Election, 3 HOA Board of Director Positions Open (Ken)
- e. DRC Committee Changes, Ratify Lori Soule and Chris Cherry (Ken)

- f. Black Windows Discussion and Vote for Window Standard (Ken)
- g. Garage Door Standard Changes Discussion and Vote (Ken)
- h. 2<sup>nd</sup> Address Number Discussion and Vote (Ken)
- i. 2023 Audit Report (Ken)
- j. 811 Locate Reimbursement from Botanic Gardens at Chatfield (Ken)
- k. Ratification of Email Votes:
  - i. New DRC Appointments Lori Soule and Chris Cherry
  - ii. 2024 – 2025 Insurance Renewal
- l. Republic Services Trash Container Transition (Ken)
- m. HOA 101 Topic – Digital DRC Home Improvement Request form Demo (Arwen)

**VIII. HOMEOWNER OPEN FORUM**

**IX. ADJOURNMENT** – Next Meeting- September 10, 2024, 6:00 p.m., Falcon Bluffs Middle School Library

**X. EXECUTIVE SESSION**

Please direct all email communications to [TrailMark@westwindmanagement.com](mailto:TrailMark@westwindmanagement.com)  
In addition, your community has a dedicated phone number of 720-756-3187, which also provides direct access to your Community Administrator.