

The Trails Homeowners Association, Inc.

201 Main Trail Ormond Beach Florida 32174

www.trailshoaormond.com

Kathleen Grabow, President
Jeffrey Levinson, Vice President
Lourdes McLean, Secretary
Dan Gowen, Treasurer
Phil Rikas, Director

Dann Dragone, Director
Chuck Harris, Director
Heather O'Neill, Director
John Whitley, Director

Board of Directors Meeting Agenda

October 9th, 2025

6:00 PM

1. Call to Order – Member/Speaker Sign-up
2. Roll Call – Establish Quorum (5 of 9 must preside)
3. Proof of Notice
 - a. Signs Posted @ Granada Entrance & Main Trail Median (in front of Clubhouse)
 - b. Monthly Meeting Notice shown on Community Calendar
4. Approval of Minutes
 - a. Minutes from September 11th, 2025, BOD Meeting
 - b. Minutes from October 4th, 2025, BOD Organizational Meeting
5. Treasurers Report
 - a. August 2025 Financials
 - b. September 2025 Alliance Reports
 - c. 2026 Budget Review (M&V)
6. Managers' Report
 - a. Monthly Managers report provided by RM through Portal and email on 9/23/2025
 - b. Weekly Report to be disbursed on Friday, 10/10/2025
 - c. Poolsure – Pool Chemicals Prepay Discount Invoice
 - d. Citizens Property (Wind) Insurance – Slide vs. Mainsail
7. Committee Reports & Actions
 - a. Landscape Committee Verbal Updates – Next Meeting is November 6th, 2025, at 3:00 p.m.
 - i. Mulch Proposal – Yellowstone Landscape (M&V)
 - b. Fixtures, Furnishings, and Facilities – Verbal Report
 - i. Pool Resurfacing Bids (3)
 - c. ACC – Written Report
 - d. Newspaper / The Canopy – Verbal Updates – Editor
 - e. Amenities – Verbal Updates; No Motions Needed
8. Unfinished Business:
9. New Business:
10. Members' Comments: Adjournment – Next meeting of the Board of Directors will take place on November 13th, 2025, at 6:00 p.m.

Board of Directors Meeting
October 9, 2025,
6:00 PM MINUTES

The Board of Directors for The Trails Homeowners Association, Inc., held a regular meeting on October 9, 2025, at 6:00 p.m., at The Trails Clubhouse, 201 Main Trail, Ormond Beach Florida 32174.

In accordance with the Bylaws and applicable Florida Statutes, the notice of the meeting was posted in a conspicuous place in the community no less than Fourteen Days (14) in advance of the meeting.

Call to Order The meeting was called to order at 6:00 p.m. by Kathleen Grabow.

Jeffrey Levinson called the attendance, and it was noted that 6 of 9 directors were present at the start of the meeting creating a quorum. Lourdes McLean arrived at 6:11 p.m., increasing the number of directors to 7.

Attendance Board of Directors: Kathleen Grabow, Dan Gowen, Rob Bridger, Dann Dragone, Jeffrey Levinson, and Phil Rikas were present. Chuck Harris, Lourdes McLean (arrived later) & Heather O'Neil were absent.

Brandie Hayes LCAM and Alexandra Wood LCAM, Real Manage were present as were 3 homeowners present in the audience.

Minutes: Dan Gowen motioned to approve the minutes of Thursday, September 11, 2025, Board meeting, with Phil Rikas motioning the second. The motion to approve was unanimous. 6/0.

Treasurers Report Dan Gowen reported on the Financials noting that the Funds reported in the August financial report received in September can be found in the Board Portal. Bank balances for assets and liability reported for August 31, 2025, totaled \$1,419,905.

- **Alliance Collections** were received prior to the Board meeting, Current Month Collection September 2025: \$1,303.81 YTD collection amounts to \$23,417.20 Lifetime collection paid to Trails HOA \$278,971.39
- **Budget Proposal for 2026 was presented to the membership present and the directors in attendance by Dan Gowen and Brandie Hayes. Dan Gowen made the motion to accept the 2026 Budget including an increase of \$13.00 per quarter of last year's quarterly assessment amount. Jeffrey Levinson seconded the motion and the Budget passed unanimously 7/0, the assessment for 2026 quarterly will amount to \$274.00 per qtr. / \$1096.00 annually.**

Manager's Report Updates provided in the weekly manager's report through email every Friday. Management reported that the monthly managers' report presented by Real Manage and the Financial Report to the BOD was received on both September 18th and 23rd, 2025, and were delivered to the BOD via email.

- Dan Gowen stated each director should take the time to read the reports, specifically the monthly managers' report as the financials are presented at the Board Meetings. Dan stated that while some areas are a bit cryptic, a lot of interesting facts and graphs were within the pages. He further stated it took about an hour of his time to read through it. He also mentioned that the Monthly management report is NOT the same as the weekly update, which he also encourages the Directors to read.
- The Wind Coverage Policy options were submitted to the BOD by Brown and Brown via Citizens insurance. **Lourdes McLean made a motion to allow either the Secretary or Treasurer to bind the policy that best suits the HOA after meeting with the agent not to exceed \$6,303.00. The motion was seconded by Jeffrey Levinson and passed unanimously 7/0.**
- Brandie Hayes presented a proposal from Poolsure for the monthly pool chemical service for 2026 in the amount of \$14,565.11 to be paid by December 31st to allow for a prepayment discount saving the HOA \$714.60 in service fees and taxes over the annual cost of paying monthly January 2026- December 2026. Jeffrey Levinson made the motion to pay the Poolsure bill in advance for 2026 to save the association money. Lourdes McLean seconded the motion and the motion passed unanimously 7/0.

FFF Committee

- **EV Charging stations** were explored as an income stream to the HOA previously and tabled by the BOD. However, after further consideration and the level of the charging station needed for efficiency being available and to create an eventual income stream, the project is being reconsidered. A survey is being sent to the membership for data collection, and the committee will meet with Green Logic in the future to discuss.
- **Pool resurfacing bids** were received by Blue Water Pools and EMI dba Vermana Pool contractors (part of the vendor services options with Real Manage) due to the high-cost Dann Dragone at the request of the BOD sought a proposal from East Coast Pools and Spas. The committee will meet with Blue Water and East Coast in November and bring a final recommendation to the Board with which to engage with. That meeting is tentatively scheduled for November 6, 2025
- No other matters were discussed, and no motions were taken.

Newspaper Committee the committee will be meeting shortly to plan the 4th qtr. edition and will be, at the request of the Board, appointing their editor amongst them.

Landscape Report A verbal report was presented by Brandie Hayes, currently the only motion needed is to approve the Mulch installation in the amount of \$24,250.00. Management mentions that it is less than the budgeted amount. Lourdes McLean made the motion to accept the proposal for mulch installation, and Phil Rikas seconded the motion. The motion carried 7/0.

Amenities and Events Fall: Final Food Truck is scheduled for October 23, 2025, Fall Yard Sale Event is scheduled for November 1, 2025.

Homeowner Concerns & Miscellaneous Topics. NONE

Adjournment Motion to adjourn was made by Lourdes McLean, and Jeffrey Levinson seconded the motion to adjourn the meeting at 6:56 p.m. and was unanimously approved.

The next meeting is scheduled for Thursday, November 13, 2025 @ 6:00 p.m.

The Trails Homeowners Association, Inc. Key Topics,
Motions, and Votes Index

Board of Directors Meeting – October 9, 2025

#	Motion Description	Made By	Seconded By	Vote	Result
1	Approve Sept 11, 2025 Minutes	D. Gowen	P. Rikas	6/0	Passed
2	Approve 2026 Budget w/ \$13 increase	D. Gowen	J. Levinson	7/0	Passed
3	Authorize Wind Coverage Policy ≤ \$6,303	L. McLean	J. Levinson	7/0	Passed
4	Prepay 2026 Poolsure Contract \$14,565.11	J. Levinson	L. McLean	7/0	Passed
5	Approve Mulch Installation \$24,250	L. McLean	P. Rikas	7/0	Passed
6	Adjourn Meeting	L. McLean	J. Levinson	7/0	Passed

Next Meeting: Thursday, November 13, 2025 @ 6:00 p.m. – The Trails Clubhouse
Prepared by RealManage LCAM Team – Brandie Hayes & Alexandra Wood

Key Topics & Motion / Vote Index – October 9, 2025

1. Meeting Administration

- **Call to Order:** 6:00 p.m. by Kathleen Grabow
- **Quorum Established:** 6 of 9 directors present; 7 after Lourdes McLean's arrival (6:11 p.m.)
- **Minutes Approval:**
 - *Motion:* Approve minutes from September 11, 2025
 - *Motion By:* Dan Gowen
 - *Second:* Phil Rikas
 - *Vote:* **Approved unanimously (6/0)**

2. Treasurer's Report

- **Presenter:** Dan Gowen
- **Financials:** August 31, 2025, total assets & liabilities = **\$1,419,905**
- **Collections Summary:**
 - September 2025: \$1,303.81
 - YTD: \$23,417.20
 - Lifetime: \$278,971.39

Motion: 2026 Budget Adoption

- *Proposal:* Accept 2026 Budget with \$13.00 per quarter increase

- *New Assessment:* \$274.00/qtr. (\$1,096 annually)
- *Motion By:* Dan Gowen
- *Second:* Jeffrey Levinson
- *Vote:* **Approved unanimously (7/0)**

3. Manager's Report (RealManage)

- **Overview:** Reports distributed via email on Sept 18 & 23, 2025.
- **Remarks:** Directors encouraged reviewing both *weekly updates* and *monthly management reports* for operational insight.

Motion: Wind Coverage Policy

- *Proposal:* Allow Secretary or Treasurer to bind the most suitable Citizen's policy
- *Amount:* Not to exceed **\$6,303.00**
- *Motion By:* Lourdes McLean
- *Second:* Jeffrey Levinson
- *Vote:* **Approved unanimously (7/0)**

Motion: Poolsure Prepayment for 2026

- *Proposal:* Prepay 2026 pool chemical service (\$14,565.11) by Dec 31, 2025
- *Savings:* \$714.60 over annual monthly billing
- *Motion By:* Jeffrey Levinson
- *Second:* Lourdes McLean
- *Vote:* **Approved unanimously (7/0)**

4. FFF Committee (Facilities, Finance & Future)

- **EV Charging Stations:** Reconsideration underway; survey to be sent to membership; future meeting with Green Logic planned.
- **Pool Resurfacing:**
 - Bids received from *Blue Water Pools* and *EMI/Vermana*
 - Additional proposal requested from *East Coast Pools & Spas*
 - Committee meeting set for **November 6, 2025**, to finalize recommendation.
- **Motions:** None

5. Newspaper Committee

- Planning 4th Quarter edition; will appoint an *Editor* per Board request.
- **Motions:** None

6. Landscape Report

- **Presenter:** Brandie Hayes
- **Proposal:** Approve mulch installation for **\$24,250.00** (under budget)
- *Motion By:* Lourdes McLean
- *Second:* Phil Rikas
- *Vote:* **Approved unanimously (7/0)**

7. Amenities & Events

- **Upcoming Events:**
 - Final *Food Truck Night* – **October 23, 2025**
 - *Fall Yard Sale* – **November 1, 2025**
- **Motions:** None

8. Homeowner Concerns & Miscellaneous

- **None Reported**

9. Adjournment

- *Motion By:* Lourdes McLean
- *Second:* Jeffrey Levinson
- *Vote:* **Approved unanimously (7/0)**
- *Adjourned:* 6:56 p.m.
- *Next Meeting:* **Thursday, November 13, 2025 @ 6:00 p.m.**