

Board of Directors Meeting  
December 11, 2025  
6:00 PM MINUTES

The Board of Directors for The Trails Homeowners Association, Inc., held a regular meeting on December 11, 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 Forty-Eight Hours (2 days) in advance of the meeting.

**Call to Order** The meeting was called to order at 6:02 p.m. by Kathleen Grabow.

Lourdes McLean called the attendance, and it was noted that 7 of 9 directors were present at the start of the meeting creating a quorum.

**Attendance Board of Directors:** Kathleen Grabow, Dann Dragone, Jeffrey Levinson, Phil Rikas, Chuck Harris, John Whitley and Lourdes McLean were present. Dan Gowen & Heather O'Neil were absent.

Brandie Hayes LCAM and Alexandra Wood LCAM were present and there was 1 homeowner present in the audience.

**Minutes of the November 13, 2025, meeting was motioned by Lourdes McLean and Seconded by Jeffrey Levinson and passed unanimously.**

**Treasurers Report** Brandie Hayes reported on October 2025 Financials noting that the Funds reported in the November financial report received in the day prior can be found in the Board Portal, and will be reviewed at the January 8, 2025, BOD meeting. Bank balances for assets and liability reported for October 31, 2025, totaled \$1,511,961.00.

- **Alliance Collections** were received prior to the Board meeting, Current Month Collection November 2025: \$1,914.49 YTD collection amounts to \$27,407.56 Lifetime collection paid to Trails HOA \$282,961.26
- **Motions for foreclosure on the following accounts were made, seconded and passed unanimously.**
  1. **R1120254L0909123, 39 Cherokee Tr: Motion to Foreclose made by: 1<sup>st</sup> Kathleen Grabow / 2<sup>nd</sup> Jeffrey Levinson, motion passed 7/0.**
  2. **R1120597L0909506 4 Rio Pinar Tr: Motion to Foreclose made by: 1<sup>st</sup> Phi Rikas / 2<sup>nd</sup> Jeffrey Levinson motion passed 7/0.**
  3. **R1119L0908556 51 Choctaw Tr: Motion to Foreclose made by: 1<sup>st</sup> Kathleen Grabow / 2<sup>nd</sup> Jeffrey Levinson motion passed 7/0.**

4. **R1120586L0909494 12 Crooked Tree Tr: Motion to Foreclose made by: 1<sup>st</sup> Dann Dragone /2<sup>nd</sup> Jeffrey Levinson, motion passed 7/0.**
5. **R1120586L0909494 12 Crooked Tree Tr: Motion to Foreclose made by: 1<sup>st</sup> Dann Dragone /2<sup>nd</sup> Jeffrey Levinson, motion passed 7/0.**
6. **R1120269L0909139 4 Stone Quarry Tr: Motion to Foreclose made by: 1<sup>st</sup> Phil Rikas /2<sup>nd</sup> Jeffrey Levinson, motion passed 7/0.**
7. **R1120586L0909494 12 Crooked Tree Tr: Motion to Foreclose made by: 1<sup>st</sup> Dann Dragone /2<sup>nd</sup> Jeffrey Levinson, motion passed 7/0.**
8. **Alliance File No TRLS-290 161 Pine Cone Tr Motion to Foreclose made by: 1<sup>st</sup> Jeffrey Levinson /2<sup>nd</sup> Dann Dragone, motion passed 7/0.**

**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 as dictated within the management contract and were delivered to the BOD via email.

**Landscape Report** A verbal report was presented by Lourdes Mclean, stating that the committee did not meet in December, but are presenting the final proposal for the Timberline Trail enhanced median project, being split between 2025 and 2026 budgets for completion.

There are three proposals needed to begin the median project 1<sup>st</sup> is for the Tallo Tree removal by CFL Tree Pro's. 21 aged trees in total include stump grinding and debris removal for \$6,300.00. **Lourdes McLean made the motion to approve the proposal by CFL to remove the aged Tallo trees for \$6300.00. Jeffrey Levinson Seconded the motion and upon completion of the discussion the motion passed unanimously, 7/0.**

Yellowstone landscape presented a proposal for tree replacement for the Timberline Median Project citing labor rates, equipment costs, product delivery fees and 15 bifurcated 30-gal Crepe Myrtle trees in the amount of \$8,282.13. **John Whitley made the motion to accept the proposal of Yellowstone Landscaping as presented for the replacement trees not to exceed \$8,282.13. Jeffrey Levinson made the second and the motion carried 6/1 with Chuck Harris voting against based on concern that labor rates are exaggerated.**

**Secondary, to the tree replacement, irrigation needs to be installed in the median run which includes underground Boring in the amount of \$7,102.81. Phil Rikas made a motion to accept the irrigation proposal as written not to exceed \$7102.81. The motion was seconded by Jeffrey Levinson and passed 6/1 with Chuck Harris opposed based on his concern of exaggerated labor rates.**

**FFF Committee** The committee presented their preference for the vendor's proposal for pool resurface project with their first choice being East Coast Pools vs Blue Water pool. Both East Coast and Blue water presented their vendor vetting package in advance of the

December Board meeting and have both met the necessary requirements of licensing and insurance. East Coast submitted a proposal in the amount of \$ 128,656.00 which includes dewatering of which Blue Water Pools, proposal amt \$115,700.00, did not include or guarantee damage would not occur from draining. East Coast was also open to job completion penalties of \$200.00 per day to assure the completion meets the job completion time frame of 6 weeks being met.

**Jeffrey Levinson made the motion to accept the proposal of East Coast pool with the caveat that the Job Completion penalty of \$200.00 per day beyond a 6-week completion date be clearly stated in the contract in which the association will proceed not exceeding \$128,656.00. Chuck Harris seconded the motion and the motion passed unanimously 7/0.**

The committee is exploring options for a kitchen remodel and will discuss the prospect along with the need for ADA compliance should the bathrooms also be updated at a future committee meeting.

**Newspaper Committee** a written report was presented, the deadline for story completion was met and the articles and photos were submitted to Associated Printing for layout and proofing. The edition should be in mailboxes between the 26<sup>th</sup> and 29<sup>th</sup> of December.

**Amenities and Events** Committee met and created the event schedule for 2026 and will be replacing the final movie night with a dance party at the pool. The committee will post all the 2026 calendar dates in the next edition of Canopy. BTG has confirmed that the Board certification class will be held on January 19, 2026, in the clubhouse and Jessica Safford Atty will present the class. BTG is a Division of Morgan and Morgan that represents HOA's and COA's.

**Homeowner Concerns & Miscellaneous Topics.** NONE

**Adjournment** Motion to adjourn was made by Lourdes McLean, the motion was seconded by Jeffrey Levinson to adjourn the meeting at 7:12 p.m. and was unanimously approved 7/0.

**The next meeting is scheduled for Thursday January 8, 2026 @ 6:00 p.m.**

# Motions & Votes Key – Board of Directors Meeting

## The Trails Homeowners Association, Inc.

Date: December 11, 2025

Location: The Trails Clubhouse, Ormond Beach, FL

### ✓ Approval of Minutes – November 13, 2025

- Motion: Approve minutes of the November 13, 2025 Board Meeting
- Motion by: Lourdes McLean
- Second by: Jeffrey Levinson
- Vote: Passed unanimously (7/0)

### ✓ Foreclosure – 39 Cherokee Trail (Acct: R1120254L0909123)

- Motion: Approve foreclosure proceedings
- Motion by: Kathleen Grabow
- Second by: Jeffrey Levinson
- Vote: Passed unanimously (7/0)

### ✓ Foreclosure – 4 Rio Pinar Trail (Acct: R1120597L0909506)

- Motion: Approve foreclosure proceedings
- Motion by: Phil Rikas
- Second by: Jeffrey Levinson
- Vote: Passed unanimously (7/0)

### ✓ Foreclosure – 51 Choctaw Trail (Acct: R1119L0908556)

- Motion: Approve foreclosure proceedings
- Motion by: Kathleen Grabow
- Second by: Jeffrey Levinson

- Vote: Passed unanimously (7/0)

#### ✓ Foreclosure – 12 Crooked Tree Trail (Acct: R1120586L0909494)

- Motion: Approve foreclosure proceedings (Multiple Motions)
- Motion by: Dann Dragone
- Second by: Jeffrey Levinson
- Vote: Passed unanimously (7/0)

#### ✓ Foreclosure – 4 Stone Quarry Trail (Acct: R1120269L0909139)

- Motion: Approve foreclosure proceedings
- Motion by: Phil Rikas
- Second by: Jeffrey Levinson
- Vote: Passed unanimously (7/0)

#### ✓ Foreclosure – 161 Pine Cone Trail (Alliance File TRLS-290)

- Motion: Approve foreclosure proceedings
- Motion by: Jeffrey Levinson
- Second by: Dann Dragone
- Vote: Passed unanimously (7/0)

#### ✓ Approve Tree Removal by CFL Tree Pro's – Timberline Trail Project

- Motion: Approve proposal to remove 21 aged trees for \$6,300.00
- Motion by: Lourdes McLean
- Second by: Jeffrey Levinson
- Vote: Passed unanimously (7/0)

### ✓ Approve Tree Replacement by Yellowstone Landscaping

- Motion: Accept proposal not to exceed \$8,282.13 for 15 Crepe Myrtle trees
- Motion by: John Whitley
- Second by: Jeffrey Levinson
- Vote: Passed 6/1 (Chuck Harris opposed)

### ✓ Approve Irrigation Proposal for Timberline Median

- Motion: Accept proposal not to exceed \$7,102.81 for boring and irrigation installation
- Motion by: Phil Rikas
- Second by: Jeffrey Levinson
- Vote: Passed 6/1 (Chuck Harris opposed)

### ✓ Approve Pool Resurfacing – East Coast Pools

- Motion: Accept proposal not to exceed \$128,656.00 including \$200/day penalty clause for delay past 6 weeks
- Motion by: Jeffrey Levinson
- Second by: Chuck Harris
- Vote: Passed unanimously (7/0)

### ✓ Adjournment

- Motion: Adjourn the meeting at 7:12 p.m.
- Motion by: Lourdes McLean
- Second by: Jeffrey Levinson
- Vote: Passed unanimously (7/0)