



Dear TrailMark Homeowners Association Homeowner:

The Board of Directors recently reviewed the financial projections for next year and as a result, we are pleased to announce that there will be NO increase in your quarterly assessment fees for 2025.

Therefore, the quarterly assessment will be \$165.00, effective January 1, 2025.

When will I receive my Statements?

The 2025 Statements will be sent to you in a separate mailing. If you have your payments withdrawn automatically through Alliance Association Bank (Community Portal) or have opted out of receiving one, then a statement will not be mailed to you.

Where do I send my payments, if paying by check?

Please send your payments to: TrailMark, c/o Westwind Management, P.O. Box 95854, Las Vegas, NV 89193-5854. Please make sure to include your 5/6-digit Account number or address on the payment.

Can I pay my assessments online?

Yes! Please visit the Westwind Portal at <https://portal.westwindmanagement.com/>. Once logged in, click on the E-Pay tab under Applications and then click the Alliance Association Financial Services button to make a one-time payment OR setup recurring payments. Please use the following information to set up payments – Management ID: 6975, Association ID: TMH, Account #. The E-check feature is free of charge, however there is a 3% fee for credit card transactions and a \$5.00 fee for a debit card.

Who do I contact for questions?

To best serve your community, Westwind provides a single point of contact directly to your Community Administrator.

Please direct all email communications to 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. This contact information allows for a streamlined experience.

Sincerely,

TrailMark Homeowners Association Board of Directors

Please visit www.westwindmanagement.com to review the Annual and Public Disclosures for additional information.



27 Inverness Drive East | Englewood, CO 80112 | www.westwindmanagement.com
Ph: (303) 369-1800 | Fax: (303) 369-0007

Providing Excellence in Community Association Management & Accounting Services Since 1986

**TRAILMARK HOMEOWNERS ASSOCIATION
GENERAL FUND
2025 APPROVED BUDGET**

Board approved: 09/10/2024

Member Ratified: 11/12/2024

Approved

2025

Accting

Code Description

Budget

REVENUES

3000 Assessments	528,000
3400 TMMD Reimbursements	15,000
3580 Maintenance reserve	1,500
3590 Miscellaneous	-
3600 Insurance Claim	
3700 Legal fee reimbursement	2,000
3710 Admin fee reimbursement	1,000
3750 Fines	-
3950 Late Fees	-
Total revenues	547,500

EXPENSES

Administration

7510 Management Fee	77,100
7520 Legal	24,000
7521 Audit	2,300
7530 Insurance	11,000
7540 Postage	7,000
7550 Copies	1,000
7555 Newsletter (Communication)	3,900
7560 Other Admin costs	1,000
7570 Miscellaneous	3,000
7580 Reimbursable Legal	30,000
7631 Social	22,000
7650 Holiday lighting expense	10,000
8710 Reimbursable Collection Admin Fees	<u>3,000</u>
Total administrative expenses	195,300

Maintenance Expense

5130 Property Maintenance	30,000
5180 Snow removal	10,000
5190 Landscape Maintenance	32,000
5191 Landscape Improvements	24,000
5195 Grounds-Irrigation Maintenance	6,000
5197 Grounds- Trees & Shrubs	2,500
5270 RENTAL UNIT	-
Total Maintenance expenses	102,000

Operating Exp (Utilities)

4000 Water	5,000
4030 Electric	1,400
4040 Trash	<u>165,000</u>
Total utilities expenses	171,400

Reserve Fund Transfer

8801 Transfer to Capital Reserve Fund	75,800

Supplies

6460 Office	<u>3,000</u>
Total supplies expenses	3,000

Net Change in Fund Balance

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