



December 2022

TrailMark News Update

TrailMark at Chatfield HOA's Newsletter

December Calendar

- 12/1 - News Update**
- 12/1 - 4 Seasons Transition**
- 12/1 - Food Truck Thursday**
- 12/6 - Night at the Lights**
- 12/9 - Holiday Lights Parade & Contest** (Entries due 12/7)
- 12/16-12/18 - Santa in the Neighborhood!**

Visit TrailMark.org for the most current neighborhood news.

Board Members

President

Ken Colaizzi

Vice President

Carole Brooks

Secretary

Bill Kuenning

Treasurer

Phil Kinney

Member at Large

Tonya Sloan

Email the HOA Board:
board@trailmarkhoa.org

Welcome, new HOA Board!

On November 8th, during the 2022 Annual HOA Meeting, we once again achieved a full HOA Board of Directors. Ballots and proxies were mailed out to each home. All ballots were counted and certified the evening of the annual meeting.

Ballots cast and counted added Carole Brooks and Tonya Sloan, and renewed Phil Kinney's position on the TrailMark HOA Board of Directors.

During the Special HOA Meeting held on Tuesday, November 29th, at 6:00 p.m., the Board publicly announced which position each Board Member will have for the upcoming year.

The position and liaison responsibility is printed after each board member's name. The year after each name notes what year that Board Member's term will end.

Your New 2023 HOA Board of Directors will be the following homeowners:

Ken Colaizzi - President - Communications Liaison (2023)

Carole Brooks - Vice President - Social Committee Liaison (2024)

Bill Kuenning - Secretary - Safety Committee Liaison (2023)

Phil Kinney - Treasurer - Common Area Committee Liaison (2024)

Tonya Sloan - Member at Large - DRC Committee Liaison (2024)

On behalf of our Board, thank you to all who submitted your proxies and ballots. Also, we wish to thank those of you who came to be part of our first in-person HOA meeting since the pandemic. The attendance was great! We sincerely appreciate the dedication and involvement that residents give back to help the Board. We look forward to a successful year of representing and serving you with this dynamic HOA Board of Directors.



Click here
for a list of
TrailMark's
Websites &
Pages



KEN COLAIZZI
President



CAROLE BROOKS
Vice President



BILL KUENNING
Secretary



PHIL KINNEY
Treasurer



TONYA SLOAN
Member at Large

4 Seasons transitioning to new bank

Client portals, assessment payment options to change



(Please keep in mind the next quarterly assessments are due January 1st, 2023.
Call 303-952-4004 or email Hello@4shoa.com with any questions.)

Dear Homeowners:

We are excited to announce that we will be utilizing a new management software platform, **AppFolio**, effective December 1, 2022. We will also be transitioning our Banking relationship partner to **Pacific Premier Bank** effective December 1, 2022, as well!

There will be some important changes during this transition that we want to make you aware of.

HOW YOUR CURRENT CLIENT PORTAL WILL BE IMPACTED:

- Your current client portal through VMS will deactivate on 11/30/2022.
- Your current client portal through VMS will no longer accept payments after 11/15/2022.
- You will receive a welcome letter/email from AppFolio mid-November with instructions on how to log in to your NEW APPFOLIO client portal.

HOW YOUR CURRENT PAYMENT REMITTANCE OPTIONS WILL BE IMPACTED:

- **ALL** of the existing payment methods you are currently using will deactivate on 11/15/2022.
- We will no longer be processing ACH in house payments, RevoPay payments (phone payment provider) or CIT Payments that are currently setup. The existing Lockbox will be shut down and no longer accepting payments as of 11/15/2022. (Payments already on their way will be forwarded to our office for 30 days after closure to be processed).
- You will want to cancel any existing payment methods you currently have setup through your personal online banking account and setup a new payment remittance with AppFolio/Pacific Premier Bank.
- There will be a **NEW Denver based Lockbox Address** to remit payments through.

HOW WILL YOU PAY YOUR BILL GOING FORWARD?

2 OPTIONS TO CHOOSE FROM

1. Login to your NEW AppFolio client portal and initiate or setup:
 - Recurring ACH, one-time ACH, e-check or credit card payments.
 - *This portal will be available to activate as of 11/28.
2. Remit a physical or e-check to our NEW Lockbox Address that will be on the next billing statement you receive, late November.

STEPS YOU NEED TO TAKE TO PREPARE FOR THIS TRANSITION:

- Cancel your existing payment method for your association dues by 11/15/2022.
- You will receive your statement for December 1st assessment billing the last week of November. This statement will provide the new Lockbox address if that is your preferred payment method. **Important to note:** The Lockbox will not be live or able to accept payments until 12/1/2022.
- If your assessment dues are billed quarterly/annually, you will still be able to setup your payment method through your AppFolio client portal as soon as you receive your welcome letter/email or visit our website the last week of November to access the new Lockbox address for check payments.

We know transitions can be tricky and we will work closely with all of our valued clients during this time to ensure everyone is setup going forward to access their new client portals successfully and ensure their payment methods are established with our new partners as of December 1, 2022!

We appreciate your partnership and on behalf of our entire 4 Seasons Management Group Team, we thank you for your trust in us to be your management company!

If you need assistance or have any questions regarding this transition, please reach out to us at 303-952-4004 or Hello@4shoa.com.

Sincerely,

4 Seasons Management Group
9351 Grant Street Suite 500
Thornton, CO 80229
303-952-4004
Hello@4shoa.com

Ice Safety is Simple: Stay Off



By Einar Jensen, Risk Reduction Specialist
South Metro Fire Rescue

It's a chilly winter morning and you are walking your dog, Annie, around the neighborhood. Suddenly the dog sees a goose on the ice on Fairview Reservoir, begins barking and pulls away from you. Midway to the goose, the ice breaks and Annie splashes into the water.



Photo by Linda Jagiello

Sound familiar?

Your role, as a resident or bystander is simple. Stay off the ice and call 911. South Metro Fire Rescue's firefighters are trained and equipped to rescue people and pets from icy lakes and ponds.

You are not. You don't have the training or the special equipment.

If your dog runs onto the ice and falls in, stay on shore and call 911. If you see a person after they fell through the ice, call 911.

An ice rescue has four deliberate stages:

Self-Rescue: If you fall through the ice, find the ice edge where you fell in because it is the strongest. Put your elbows on the ice surface, kick your legs so they float behind you, kick harder to push yourself forward and climb onto ice. Once on the ice, roll on your side to safety.

If you can't kick hard enough to get onto the ice, your arms will freeze on the ice, which will keep your head above the water if you pass out from hypothermia or exhaustion.

If someone else has fallen through the ice, coach them through a self-rescue while reminding them that help is on the way.

Reach: When they arrive, firefighters will attempt to reach the person or animal with a branch, pole or ladder.

Throw: If reaching doesn't work, firefighters will throw a life ring, life vest, or rope to the person.

Go: If needed, firefighters trained and equipped for ice rescue crawl onto the ice to rescue the person or animal. They have special protective suits and equipment, including a rope that connects them to rescuers who remain on shore.

Although a sheet of ice may appear strong, it often hides cracks, air pockets and weaker layers that can surprise even the most prepared among us.

The best advice: **Stay Off the Ice.** If a person or animal falls in, **call 911.**

(Reposted from December 2020)

Garbage & Recycling Update

No delay in December

Tuesday, December 27th is a regular garbage and recycling pick-up day. No delay due to Christmas and other holidays.



Holiday Safety Tips from the Littleton Police

The holiday season can be one of the highest crime times of the year, please take the following precautions to ensure the safety of you and your family:

Before You Shop

- Avoid carrying a purse. Use a fanny pack or deep pockets in clothing to carry what you need.
- Avoid carrying large amounts of cash. Pay for purchases with a check, credit card, or debit card when possible.
- Be extremely careful using ATM machines. Use them in populated places and be constantly paying attention to what's going on around you.
- Teach children to go to a store clerk or security guard and ask for help if they become separated. They should never go into the parking lot alone.

While Shopping

- If you have to carry a purse, carry it close to your body and always zipped. Do not put it in a shopping cart.
- Park strategically--close to the mall is optimum. Park in well-lit areas.
- Know exactly where you park your car. Make a mental note or write it down so you will know exactly where to go when you leave the mall.
- Leave the mall well before closing time. This way, there is greater assurance you will walk out with other people. There is safety in numbers.
- Avoid shopping until you are exhausted. You are more alert when you are less tired.
- When hurried or in a crowded shop, make sure you get all forms of I.D. and credit cards returned to you before leaving.
- Mall security can escort you to your car upon request if you have too many packages or if you are leaving the mall after closing.
- When leaving, be aware of your surroundings. When approaching your car look around, underneath and inside your car for anything suspicious. Hiding in the parking lot is a common practice for criminals and they will take you by surprise.
- When leaving, have your keys in your hand and ready to use.
- Keep your packages stored out of sight in the trunk of your car.

At Home

- Keep gifts hidden from view through outside windows.
- After opening gifts, break down cardboard boxes of expensive electronics and fancy stores and put them in plastic bags to hide the fact you have valuable items in your home.
- Be extra cautious about locking doors and windows when you leave your house or apartment, even for a few minutes.
- Be wary of solicitations for charitable donations. They may attempt to take advantage of people's generosity during the holidays. Ask for identification, how donated funds are used, if contributions are tax deductible. If you are suspicious about their behavior contact the [Littleton Police](#).

Have a safe and happy Holiday Season



Photo by Linda Jagiello

Report from the TMHOA Treasurer

Past Due TrailMark Assessments



The TrailMark HOA (TMHOA) Board has recently been advised by our Management Company, 4 Seasons Management Group (4SMG) that as of November 17, 2022, there are 80 TMHOA residents who have past due accounts for a total of **\$15,874.71**. The TMHOA Board requested 4SMG send a friendly reminder letter in October to the account holders that were past due. The letter did not get the desired results. There are still 80 past due accounts.

The Colorado Legislature passed an HOA law (HB 1137) in August 2022 that will now require our management company (4SMG) to take the following actions* for past due accounts:

Prepare a Delinquency Notice (which includes a payment plan option) and Detailed Homeowner Ledger to send to the homeowner via:

1. *First Class Mail AND Certified Mail*
2. *Send a process server to physically post the notice on the property*

****The fees associated with these actions (all billed to the homeowner's account) are \$75 First Delinquency Notice and the final cost for a process server +10%. The cost of collection could be approximately \$100.00 and is to be billed to the homeowner's account.***

The bottom line is that a past due account of say \$135.00 requiring these actions will have approximately \$100 added to the past due account to cover the cost of these (CO HB1137) mandated collection actions. Ideally, TMHOA Board and 4 Seasons Management Group would prefer to not send out any First Delinquency Notices. However, the TMHOA budget to pay monthly and yearly expenses is based on all 799 residents paying their quarterly assessments. For example: The current past due total of \$15,874.71 is approximately the amount necessary to pay for garbage collection for just one month. TMHOA needs to be able to pay for our garbage collection.

The TMHOA Board strongly recommends that if your account is past due or if you are not sure of its status that you contact:

4 Seasons Management Group
9351 Grant St. Suite 500
Thornton, CO 80229
Phone: 303-952-4004

Phil Kinney, Treasurer
TrailMark HOA
Littleton, CO 80127
treasurer@trailmarkhoa.org
<https://www.trailmark.org>



Friendly Reminder about Holiday Decorations

All exterior holiday decorations and lights utilized as season displays must be removed and properly stored by February 1, 2022.



Before



After

Cambridge Utility Box Replaced

Our HOA Board is happy to report that after waiting 8 months, the utility box at West Cambridge Place was last month.

A big thank you to Lumen Communications for helping TrailMark out with this necessary repair. The new utility box looks fantastic!

The daily persistence of our HOA Secretary Bill Kuenning is responsible for nudging Lumen into performing these utility box repairs.

Thank you, Bill, for calling in the hundreds of service calls, and the un-countable hours you spent on the phone with Lumen’s customer service over the last 8 months.

Bill never gave up on Lumen, and all of TrailMark is thankful for the beautiful new utility boxes.

Photos by Ken Colaizzi

CAC decorates the entrance to TrailMark

A welcome sight at the entrance to TrailMark! Thank you Common Area Committee!

Photos by Phil Kinney and Ken Colaizzi



Photo by Ken Colaizzi

Request for Volunteers

The Social Committee is looking for volunteers for the TrailMark Night at the Lights event on Tuesday, December 6th at the [Denver Botanic Gardens Chatfield Farms](#). Please contact social committee chair Abby Fanshawe if you can volunteer! Alfanshawe@yahoo.com

CAC Projects for 2023

With the approved budget, CAC would like to share several of the projects that will be undertaken in 2023!

1. Refresh the western wing fence area at Dover and TrailMark Parkway. The proposal will include removal of the rock and dead rose bushes and replacement with water lines (!), grasses and mulch.
2. Cobble & boulders along the roadside, entrance to Dover. Where dead bushes and evergreens have been removed, river rock and boulders will be added (similar to the river rock in the medians)
3. Refresh NW corner of Flower Way and TrailMark Parkway. This monument corner sits on a slope that doesn't maintain the corner's shape or any mulch. The bed will be redone and the corner will have some mulch but with a border of river rock to stabilize the area.
4. Monument area redesign (approximately across from the fire station). Where there are existing tall grasses and boulders, some turf will be removed, and mulch will be added along with some river rock.



1 & 2 - Dover and TrailMark Parkway



3 - Flower Way and TrailMark Parkway



4 - Monument across from fire station

Images by Google Street View

UPCOMING EVENTS

TRAILMARK NIGHT AT THE LIGHTS

Tuesday, December 6th
5:00 to 8:00 pm
Denver Botanic Gardens
Chatfield Farms



Photo by Deahna Visscher

- Hay Rides and pictures with Santa! Cookies, Cider and Hot Chocolate!
- \$10/person CASH ONLY. Under 3 is free. Pay at the door. Last entry is 7:15 pm.

Looking for a few volunteers to help take tickets and help with Santa in the barn. Please contact social committee chair Abby Fanshawe if you can volunteer! Alfanshawe@yahoo.com

FOOD TRUCK THURSDAY

Thursday, December 1st
5:00-7:30 pm
TrailMark Park



Photo by Linda Jagiello

- All trucks offer walk-up ordering.
- Online option: If a truck is offering online ordering that night, it will be turned on and available. If it isn't turned on, they are not offering online service. Online and window service start at 5:00 pm.
- Please respect those who live on that street.
- If garbage cans are full, please bring your trash home.
- Food truck selections subject to change.
- Due to weather and other circumstances, events may be canceled.
- Please check the [Hand-to-Mouth food truck calendar](#) for real-time changes and cancellation information.

UPCOMING EVENTS CONTINUED

SANTA IN THE NEIGHBORHOOD!

Friday-Sunday, December 16-18
4:30 to 8:00 pm
Corner of TrailMark Parkway and
Everett

Santa is going to be in TrailMark Friday, Saturday and Sunday, December 16th, 17th and 18th! He's stopping by to make sure he knows where all the good boys and girls live! Drop by the corner of TrailMark Parkway and Everett Way between 4:30 and 8:00 pm to say hi and let Santa know what you want for Christmas!



Photo by Gregory
Goggin

HOA ASSESSMENTS DUE JANUARY 1st

As a reminder, HOA Assessments are due January 1st. You may log into your account on the [4 Seasons website](#) to view and pay your assessment. If you have any questions, please contact [4 Seasons](#) at 303-952-4004.

TrailMark HOA Board



TRAILMARK HOLIDAY LIGHTS PARADE & CONTEST



Photo by Deahna Visscher

Friday, December 9th

(deadline to *enter your home* is December 7th)

6:00 pm

Throughout TrailMark

JOIN THE PARADE!

Join us for a car parade through the neighborhood to view TrailMark's festive decorations! Line up along Holland Street, across from Hogback Hill Park, between 5:30 and 5:55 pm. A festive lead car will start the parade at 6:00 pm and lead us through a route that will hit as many decorations as possible. Please drive with your flashers on for safety, and so we all know who is part of the parade. The course is about 6 miles and we would estimate will take about an hour. This will be a lot of fun!!! Don't forget to deck your cars with boughs of holly (& lights)!

If you don't want to drive the route, you can watch the cars go by along the route.

THERE IS A CONTEST!

To register your holiday-lit home, please follow these instructions, from the leader of the parade, Lonnie Somers:

- Fill out **this form by December 7th** to be placed on the map for stopping by, and to be in the contest.
- Please submit a picture of your house, which we will use for the community to vote on for prizes. You may upload the picture via the form linked above.
- Lonnie will add the entries onto a google map. Then the course will be finalized, but most likely it will be the same as **last year's map**.

Please participate in this fun event! Many of our residents really decorate their homes well for Christmas and there's even some interactive displays. This is the one social event that you don't want to miss!

All TrailMark events will follow whatever current [CDC](#) and [Jeffco](#) COVID-19 guidelines are in place.