



October 2025

# TrailMark News Update

TrailMark at Chatfield HOA's Newsletter

## October Calendar

**10/1 - TrailMark News Update**

**10/1 - Assessments are Due**

**10/1 - HOA Election packets to be mailed out to TrailMark community**

**10/4 - TrailMark Chili Cook-off**

Visit [TrailMark.org](https://TrailMark.org) for the most current neighborhood news.

## 2025 HOA Board of Directors election, candidate platforms



On October 1st, Westwind Management will mail out your Annual Meeting packet. When you receive your packet, please fill out your pink proxy and yellow HOA Board of Directors ballot and return both of them by mail ASAP. You will need to use your own stamp on the envelope. If you are mailing your proxy and ballot, they need to be received at Westwind by Monday, November 10th, 2025 by 5:00 p.m. If you are attending the annual meeting on Tuesday, November 11th at 6:00 p.m. at Falcon Bluffs Middle School, you are welcome to hand deliver your proxy and ballot prior to the start of the meeting.

**As mentioned at the September HOA meeting, duplicate ballots and/or proxies will be null and void.**

## Board Members

### President

Ken Colaizzi

### Vice President

Arwen Vaughan

### Secretary

Tonya Sloan

### Treasurer

Phil Kinney

### Member at Large

David Soule

All ballots and proxies will be tallied and certified at the Annual Meeting on November 11th. Currently, we have two positions open for election on the HOA Board of Directors. You will notice on your yellow HOA Board of Directors ballot that you are able to vote for no more than two candidates. The only two candidates who have submitted their self-nominations by the 5:00 p.m. September 12th deadline are Ken Colaizzi and Arwen Vaughan. If you decide to run for the HOA Board and self-nominate yourself at the Annual meeting, you have the right to publicly announce your candidacy during the Annual meeting.

Our HOA Board promised to post the platforms of every candidate who submitted their self-nominations by the September 12th deadline. On the next page, please read about the two candidates who are currently running for the two open positions on the TrailMark HOA Board of Directors.

*(continued on next page)*



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



## HOA Assessments are due October 1st

More information can be found on our [Pay Assessment Fees](#) page. If you have any questions, please email [TrailMark@westwindmanagement.com](mailto:TrailMark@westwindmanagement.com).

## **KEN COLAIZZI**



I have been fortunate to serve on the TrailMark HOA board for the past six years. I served my very first year as the HOA Treasurer. The past 5 years, I have served as the HOA President. In July 2025, I announced that I wouldn't run for another term because I wanted to give other homeowners an opportunity to run for the Board of Directors. Over the past month, I have re-considered my decision as hundreds of residents, including my own family, have encouraged me to run for the TMHOA one more time.

Our current HOA Board is the strongest and most productive board that we have had over the six years that I have served as a volunteer. It's very important to me to keep our current Board together as we have definitely worked hard for all of our homeowners. Some examples of our accomplishments include: keeping our HOA dues to a reasonable quarterly amount, re-negotiating our trash contract which saved us \$83,000 over three years, negotiating 3 free dumpster days for our neighborhood in 2025, 2026, and 2027, hiring a competent and professional management company in Westwind Management, improving our TrailMark website, implementing an electronic DRC Home Improvement Request Form, and continually maintaining solid relationships with all of our vendors.

If re-elected, I promise to continue to put our homeowners first! Our Board will continue to enforce our covenants, while also protecting your property values to the best of our abilities. Keeping the lines of communication open between our homeowners, the Board, and the management company is very important to me. As a TrailMark HOA Board member, I value listening to your suggestions, ideas, questions, and complaints. This helps all of us improve.

Like you, I love TrailMark and want to preserve our unique neighborhood. I have an excellent relationship with South Suburban Parks and Recreation, Colorado 811, the City of Littleton, the Littleton Police Department, the TrailMark Metro District, Shea Homes, the Botanic Gardens, Jeffco Open Space, South Metro Fire, and Jeffco Public Schools. Maintaining these relationships ultimately helps all of us in TrailMark. Other than asking for my son's high school graduation day off in May of 2026, I am formally asking for the confidence of your vote this fall. It would be my most sincere honor to earn your trust, and your vote this fall for the TrailMark HOA Board of Directors.

Thank you,  
Ken Colaizzi

## **ARWEN VAUGHAN**



Hi, I'm Arwen Vaughan. Together with my wife Heather, we are raising two kids here in TrailMark – one is starting college this year and the other is entering Chatfield High School as a freshman. We moved to Colorado over 20 years ago to be closer to the mountains and embrace the great outdoors.

Over the past two years on the TrailMark HOA Board, I have leveraged my career experience as a software developer and technology leader to advance key community tools like the TrailMark website, email communications, and home improvement request processes. I'm eager to continue serving to maintain this momentum and support ongoing improvements.

Heather and I have been proud TrailMark residents for several years, watching our kids grow and thrive. After two years on the HOA Board, I want to continue helping to improve our community's resources and connections. I value listening to diverse perspectives, respectful discussion, and efficient action. I'm committed to keeping TrailMark a vibrant and welcoming community.

Thank you,  
Arwen Vaughan

Again, when you receive your Annual Meeting packet in October, please fill out your pink proxy and yellow HOA Board of Directors Election ballot and return both of them ASAP. We need at least 80 proxies returned to prevent a second costly mailing. Please help us achieve our goal of receiving the most proxies we have ever received.

# HOA Annual Meeting - Tuesday, November 11th

## Save the date! November 11th, 2025

TrailMark Residents, the annual TrailMark HOA Meeting and Budget Ratification Meeting will be held to discuss the budgets for 2025 on Tuesday, November 11th. The meeting begins at 6:00 pm at Falcon Bluffs Middle School, 8449 S Garrison Street in Littleton. If you want to know where your fees are being spent and managed, please attend the meeting.

## Call for Proxies

To have a quorum (required for the HOA meeting) necessary for ratification we need representation by proxy of a minimum of 82 households! You will receive, in the mail, notice of this meeting with a proxy form and ballot which may be turned in at the annual meeting. If you cannot attend the meeting, please return your proxy and ballot by mail.

Every year the HOA struggles to get enough proxies back to meet the quorum requirements set forth in the Governing Documents. If a quorum is not reached, the meeting must be rescheduled and costs the HOA a lot of money as all of the items must be mailed again and additional meetings must be called. Please send back your proxy when you receive it in the mail. Be sure to indicate who you are assigning your proxy to. Do not leave the proxy blank. You may still complete the proxy for quorum only. This means that nobody gets to vote on your behalf, but that your proxy counts towards the quorum requirement for the meeting. If you would like to ensure someone votes on your behalf, you can either assign your vote to a Board member or to someone else in the community. Don't leave it blank! If you think your neighbor already sent it, they probably didn't! So please, if you are not going to attend the meeting, send your proxy back. Thank you!

## Election Season

As election season is upon us, it is time to remind TrailMark homeowners and residents of TrailMark's signage rules: TrailMark Homeowners Association **cannot** prohibit the placement of political signs on property which is owned by a resident of the HOA or in the window of a unit. A political sign is defined as a sign that carries a message intended to influence the outcome of an election, including supporting or opposing the election of a candidate, the recall of a public official, or the passage of a ballot issue.

Any political sign shall not be on display earlier than 45 days before an election and shall be removed no later than 7 days after an election. The political sign may be no larger than thirty-six by forty-eight inches in size. Each home or unit may only have one (1) sign per political office or ballot issue that is contested in an upcoming election.

Please adhere to these rules to avoid a covenant violation.

Reference: CCIOA (C.R.S 38-33.3106.5(1)(C)) – (Colorado Common Interest Ownership Act)

# Common Questions about running for the Board of Directors for the TrailMark Homeowners Association

## **Q: What are my duties on the Board?**

A: The Board is responsible for maintaining and honoring the Declarations, Bylaws, and Design Review Guidelines of the community. The Board reviews/approves all contracts for work done in the common area. The Board receives emails from residents who voice concerns, complaints and/or ideas. The Board is responsible for holding homeowners accountable to the standards set in the covenants. The Board is responsible for the financial state of the Association in which they set dues, approve all invoices, and maintain a balanced budget. The Board is ultimately responsible for the trash contract, social events, maintenance and upkeep of Association property, and all things administrative (insurance, reserve study, etc.). Each Board member is assigned a committee for which they are the liaison between the Board and that committee. In this capacity, the Board member attends committee meetings and advises the Board on on-going committee activities. The Board currently meets every other month, in the odd number months, on the evening of the 2<sup>nd</sup> Tuesday.

## **Q: What are the qualifications for being on the Board?**

A: As outlined in the Association Bylaws: "A Director may be any natural person and need not be an Owner of a Lot within the Community Area; provided, however, that upon the expiration of the Declarant's Control Period, at least a majority of the Directors shall be Owners..." It is important to keep in mind that the qualifications to be a Director and the qualifications to vote vary. To cast a vote for Association issues, the Lot for which the vote is being cast must be in good standing, that is, no outstanding fines or dues are allowed, in order to vote.

## **Q: How much time does it take to be on the Board?**

A: Typically, Board members spend about 1-10 hours each week dealing with HOA items: emails; phone calls; visits from neighbors; reviewing and overseeing contracts; performing site visits; attending various meetings with agencies such as City of Littleton, JEFFCO, SSPR and/or fielding and responding to issues presented by these entities; provides guidance to our committees; etc. During the week when there is a Board meeting, the time spent on HOA issues is approximately 15-20 hours to facilitate meeting preparation and meeting attendance.

## **Q: How long is my term on the Board? And are there term limits?**

A: Terms are 2-years in length. This is to ensure not all five Board members change at once, to allow consistency in governance. There are no term limits for how many times a person can sit on the Board.



## **PLEASE NOTE:**

The Annual Meeting is coming up in November. We need people to return the proxies and ballots that are mailed to them, so please be on the lookout for a mailing with the meeting notice, 2026 budget, and proxy.



**Amended Collection  
Policy Summary**

## **Updated Collection Policy**

Please familiarize yourself with the attached collection policy summary letter, which advises of coming changes to the Association's policy regarding the collection of assessments and fees.

This is for informational purposes only.

# Updates from City Council Member Andrea Peters



**Hello Neighbors,**

As your City Council Representative I have a couple of updates to share with you about what's happening in our city:

## **Main Street Improvements**

City Council recently agreed on the funding mechanism that will allow long-awaited work to begin on the four main blocks of our Main Street. Construction is expected to kick off in about a year. The project will include important infrastructure upgrades along with improvements that make Main Street even more enjoyable for everyone who spends time there. This is an exciting investment in one of the true gems of our community.

## **Upcoming Election**

Looking ahead to November 4th, four City Council seats will be up for election. I encourage everyone to take a little time to learn about the candidates, as well as an important citizen-led ballot measure that could significantly shape how our city operates in the years ahead. Every vote counts, whether you participate by mail or in person.

Finally, we want you to know how much we value hearing from residents. Your questions, concerns, and ideas really do make a difference. Please don't hesitate to share your thoughts during public comment at Council meetings on the first and third Tuesday of every month at 6:30pm at the City Center (2255 West Berry Ave) or reach out by email anytime ([apeters@LittletonCO.gov](mailto:apeters@LittletonCO.gov)). Staying connected helps us all work together to keep Littleton a great place to live.

Warmly,  
Andrea Peters  
Council Member District IV



## **A new addition to the Newsletter page on [trailmark.org](http://trailmark.org)**

As requested by a TrailMark resident, there is a new section that has been added to the newsletter web page with links to email blasts. Email Blasts are articles that are sent out to the TrailMark community independent of the monthly newsletter due to their time-sensitive content.

View the updated web page [here](#).





# From the Common Area Committee (CAC)

You may have noticed several dying trees were removed along Trailmark Parkway and South Independence Street this summer. These trees were severely damaged from sunscald and posed a danger if they were to fall. The Front Range Tree Recommendation List [treereclist.pdf](#) is now used to guide tree planting selection.

A request for improvements adjacent to the walkway between Finland Drive and Independence Street was submitted to and approved by the HOA Board. LCS, our landscape maintenance team, will begin work in that area later this autumn. Additional maintenance and improvement projects will be prioritized in 2026.



Photo by Jim Thinnes

*Recommendations for the coming months:*

- Aerate lawns in early fall to improve water infiltration.
- Fall is a great time to spread low nitrogen fertilizer while lawns are still green.
- Disconnect and drain garden hoses and blow out irrigation lines before the first hard freeze.

Helpful information is available at CSU Extension <https://extension.colostate.edu/> and the City of Littleton <https://www.littletonco.gov/Government/Departments/Public-Works-Engineering/Forestry>



## Trash and fall yard waste

*Tips and suggestions, as well as our trash policy*

All trash and recycling, per our trash policy, must fit inside all trash and/or recycle cans. Bags and boxes of trash are not permitted outside of the trash and recycle cans, per our policy.

On July 11th, 2019, the HOA Board passed our TrailMark Trash Policy – [https://www.trailmark.org/wp-content/uploads/2024/03/hoa\\_trashpolicy\\_20190711.pdf](https://www.trailmark.org/wp-content/uploads/2024/03/hoa_trashpolicy_20190711.pdf).

All trash companies are requiring their drivers to lift the trash and/or recycle cans with the armatures that pick up the trash cans. Unfortunately, several drivers have been hurt in the past trying to lift heavy bags and almost every trash company has strictly prohibited their drivers from picking up bags due to workman's comp claims.

### **Tips on what to do with excess yard waste during the fall months**

1. Fill your personal trash can as much as you can each week.
2. Save the extra bags of leaves or yard waste in your garage or behind your wing fence so you can gradually get rid of them each week in your trash can until they are all gone.
3. Ask a nearby neighbor if they have extra room in their can to dispose of extra yard waste.
4. Residents who are looking to get rid of extra trash can make a Facebook post on Monday asking if any neighbors have extra room to dispose of some extra bags in their cans.
5. Buy or borrow a leaf mulcher/vacuum. It can save a tremendous amount of time and decrease the number of bags of leaves.
6. Compost the leaves that you pick up.
7. Gather many bags of leaves and take them to the dump once all of the leaves are done falling.
8. Our HOA Board has secured a FREE dumpster day for our residents in 2025, 2026, and 2027. We don't know the exact date yet for 2026, but once we do, we will post it on the TrailMark website and HOA Facebook page.

# Thank You Lori Ross for Movie Night

The Board and all of TrailMark wishes to thank resident and realtor Lori Ross for sponsoring movie night this past Saturday evening.

The September rains attempted to put a dent in movie night, but Lori Ross and her family worked hard to set up the *Lilo and Stitch* movie for all of us to watch.



Photo by Lori Ross

Luckily, after the dinner time rain passed, several families brought their blankets and enjoyed snacks from Indie Martial Arts. Thank you, Indie, for providing the snacks during the movie.

Lori, we really appreciate your generosity and willingness to donate your time so all of us can enjoy a movie with our families, under the stars in the park. Hats off to Lori Ross for another successful movie night.

## Republic Update: No Delays in October

October 7th and 14th are regular garbage and recycling pick-up days. No delays due to the Cabrini Day and Columbus Day holidays.



## UPCOMING EVENTS

### 5th ANNUAL TRAILMARK CHILI COOK-OFF



*To support the National Fallen Firefighters Foundation*

**Saturday, October 4th**

4:30 pm

Hogback Hill Park in TrailMark

Enter your chili here – <https://form.jotform.com/rosslori1914/4thAnnualChiliCookoff> ...or come just for the tasting. The deadline to enter your chili is Wednesday, October 1st. There is no cost to enter your chili into the competition but you must enter by October 1st, 2025.

*Hosted by Lori Ross*