



Photo by Eric Siegler

October 2022

# TrailMark News Update

TrailMark at Chatfield HOA's Newsletter

## October Calendar

**10/1 - News Update**

**10/1 - Quarterly Assessments Due**

**10/1 - TrailMark October Festival**

**10/2-10/9 - Light the Night for Fallen Firefighters**

**10/6 - Food Truck Thursday**

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

## Board Members

### President

Ken Colaizzi

### Treasurer

Phil Kinney

### Secretary

Bill Kuenning

### Member At Large

CJ Haberkorn

Email the HOA Board:  
[board@trailmarkhoa.org](mailto:board@trailmarkhoa.org)



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

## CAC report

The CAC (Common Area Committee) has finished all the medians and refurbished the front entrance! The north bed at the entrance received a makeover and looks much nicer! LCS removed 8 dead trees on various HOA properties this summer.

CAC has several projects in mind for the coming year and we will have a more detailed report in the newsletter following budget allocations for 2023.

Thank You!  
CAC



Photos by Linda Jagiello

## IMPORTANT NOTICE

If anyone has any credible information regarding any **theft or vandalism in TrailMark** and the surrounding open space, please notify **Littleton Police** immediately at **303-794-1551**.

# HOA Annual Meeting - Tuesday, November 8th

## Save the date! November 8th, 2022

TrailMark Residents, the annual TrailMark HOA Meeting and Budget Ratification Meeting will be held to discuss the budgets for 2023 on Tuesday, November 8th. The meeting begins at 6:30 pm, at Fire Station 19 in TrailMark. If you want to know where your taxes and 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. If you cannot attend the meeting please return your proxy. 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!

## Call for Candidates

The Annual Meeting also means that Board elections are coming up. Please contact the Property Manager at 4 Seasons (<https://www.trailmark.org/management-company.html>) if you are interested in running for a position on the Board of Directors. More information about Board duties is included in the newsletter, and will be included with the items mailed to you and posted on the TrailMark website prior to the meeting.

## 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 2<sup>nd</sup> Tuesday at 7pm.

## **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 10-15 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.

## **HOA Assessments due October 1st**

As a reminder, HOA Assessments are due October 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](tel:303-952-4004).

TrailMark HOA Board



## From the Design Review Committee (DRC)

The DRC has been very busy over the summer, reviewing in excess of 170 requests since June, or 414 so far this year.

The DRC reviews homeowner requests the 1<sup>st</sup> and 3<sup>rd</sup> week of every month, schedules permitting. Send all documentation to the management company at [hello@4shoa.com](mailto:hello@4shoa.com). All complete requests should be received by the management company not later than 12:00 noon, the Friday prior to a scheduled review week. The DRC strives to return decisions to the management company within one week of the scheduled review.

Painting:

- a. Scanned and/or monitor representations have proven unreliable in determining whether a paint scheme is appropriate for the TrailMark community. In accordance with the Design Guidelines, physical paint color samples are required unless one selects pre-approved paint colors. TrailMark color schemes are posted on the HOA website under Documents and Forms at [approvedpaintcolors\\_sw\\_201907.pdf \(trailmark.org\)](#), or you may review the paint sample books which are available from our management company. Call 303-952-4004 or email to [hello@4shoa.com](mailto:hello@4shoa.com).
- b. At present, you may drop off paint chips at 9387 W Gibraltar Place. Ensure that paint chips are in a sealed envelope with the homeowner name and address on the outside. The Homeowner Improvement Request Form will continue to be submitted to the management company with color selections annotated.

Review the TrailMark Design Guidelines to determine what is required, before you submit a request:  
[https://www.trailmark.org/uploads/3/9/0/8/39089355/trailmark\\_design\\_guidelines\\_2002.pdf](https://www.trailmark.org/uploads/3/9/0/8/39089355/trailmark_design_guidelines_2002.pdf)

Download the Home Improvement Request Form at:

[https://www.trailmark.org/uploads/3/9/0/8/39089355/hoa\\_home\\_improvement\\_request\\_form\\_\\_202201](https://www.trailmark.org/uploads/3/9/0/8/39089355/hoa_home_improvement_request_form__202201)

Additional guidance is available at [HOA Documents & Forms - TrailMark](#).



## Garbage & Recycling Update

### No garbage collection delays in October

Tuesday, October 4th and Tuesday, October 11th are regular garbage and recycling pick-up days. No delays due to the Cabrini/Columbus Day holidays.

# Light the Night for Fallen Firefighters



All of us in TrailMark are fortunate because we have a fire station here in our neighborhood.

Many of us have no idea the sacrifices that these firefighters and their personal families undertake to keep all of us safe on a daily basis.

The National Fallen Firefighters Foundation is asking citizens countrywide to light up our homes in **red** from **October 2nd to October 9th** in honor of all of the fallen firefighters. <https://www.firehero.org/events/memorial-weekend/about/light-night-fallen-firefighters/>

In honor of all of the fallen firefighters, and to pay respect to all of the firefighters who sacrifice their lives every day to keep us safe, please consider lighting up your house in red.

Photos by TrailMark residents Ken and Brooke Colaizzi: Brooke's father Chuck Albrandt passed away in 2019 in a line of duty death as a firefighter with Poudre Fire Authority in Ft. Collins after serving nearly 42 years with Poudre Fire. Chuck's name is inscribed on the fallen firefighters memorial in Emmitsburg, Maryland.



# Event Canceled

Sorry, the TM5K & Family Fun Run has been canceled.

## UPCOMING EVENTS

### FIRST ANNUAL TRAILMARK OCTOBER FESTIVAL

**Saturday, October 1st**

3:00-6:00 pm

Hogback Hill Park

- Bouncy Houses!
- Kettle Corn!
- [Simply Le Crepes](#) food truck!
- A kids' band will be performing a concert in the park - bring your chairs!

Other fall activities for kids are still in the works...  
More information to come!

### FOOD TRUCK THURSDAY

**Thursday, October 6th**

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.

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