

Park East Square Homeowners Association

MONTHLY BOARD MEETING MINUTES

May 14, 2024 via Zoom

Call to Order. The monthly Board meeting was called to order at 7:01 p.m. Quorum of the Board was present: Lois Bennett, Kevin Bush, Karen Fassler, Mark Liebendorfer, and Therese Spears. Also, present was Brent Chapman, HOA Facilities Manager, and Allan Orendorff, Trio Community Association Manager.

Homeowners present: David Longenecker, Ivette Visbal, Sandy & Norm Lowery, Antje Sliger, Christiane Audi, Wayne Schroeder, Roxanne Royce, and Bjorn Bergman.

Approval of Previous Board Meeting Minutes. On a motion made by Karen and seconded by Therese, the Board unanimously approved the April minutes.

Ratification of Out-of-Meeting Decisions. On a motion made by Karen and seconded by Kevin, the Board unanimously ratified the decisions to approve three applications: one for a patio door; one for windows and a patio door; and one for windows, a patio door, and a front storm door.

Member Issues & Questions.

- Ivette Visbal's carport door was painted but the tenants did not have it in an open position so asked if Brent could paint around the edges. He agreed to help. It was also confirmed that an application is required to replace a storm door.

Facilities Manager's Maintenance Report. Brent reviewed the following.

- Gutters/downspout replacement work is complete along with the spring gutter cleanout.
- Intensive groundskeeping continues with the wind, one downed tree, millions of branches, stump grinding.
- Sinking bath house floors – still trying to obtain soil analysis to guide possible solutions.
- Measuring water pressure building by building to determine which PRVs to replace. More gauges were purchased so about half the PRVs have been measured. Lois noted that we have used over half of our PRV budget and have at least five more buildings that are too high. PRV replacement costs \$1900. It may be more efficient to replace the main gate valve at the same time, which brings the cost to \$2600. That is quite a bit over budget. It was agreed that we should proceed with replacements and use the reserve if necessary. Lois estimates a third have been replaced since 2018. The measurements should be done in a couple of weeks and it is likely more than five will need to be done this year. It was suggested that we wait for an updated number of PRVs that need to be replaced this year. Another suggestion is to investigate the possibility of one PRV per cul-de-sac. Lois and Brent provide more information for the Board in a week or week and a half.
- 4289's PRV and both the curb and main gate valves were replaced and 1170's PRV and main gate valve were replaced.
- Asphalt patching completed in 1129-1189 and 4100-4110 cul-de-sacs.
- Pool start-up is in progress. It was confirmed that pool hours will continue to be 10:00 a.m. to 8:00 p.m.
- Claim into Xcel for damage done near 4212 and 4222. Xcel used our property to access a transformer on the property of a house on the other side of the fence. The sidewalk was broken and 4222's garden area and building trim are damaged. The garden area has been repaired. Brent is waiting for a response on the other items.
- Brent and Jesse have begun painting doors to "catch up" with building painting cycle.
- Materials are being ordered for building repairs and working on logistics with contractors.
- Park strip project outside 1140-50 is almost complete – rock is in and the three gray rocks will be relocated and replaced with correct buff-colored rocks.
- Working on a plan to address some serious sewer work that needs to be done in 4135-4165 and 4207-4237 before paving. Lois also noted that electric vehicle owners need to be aware they will not have access to their chargers during actual paving.

Association Manager's Report. AI provided an update on the following.

- Financial Report: Review current financial data, any general dues payment issues. AI reviewed the financials and reported there are no issues. We are a little ahead in terms of income and a little over on spending but that can be due to several factors, including timing.

Old and New Business

- Architectural Survey: "Training session" held on May 9th to prepare for 2024 survey and process updates. Karen reported that the ACC members who conduct the survey along with Brent and AI attended the training so everyone is familiar with the process. Surveying started a little earlier than the planned May 22nd start date and the goal is to be done in early June to produce the results letter for mailing in July. The ACC had two ideas to help reduce costs and go paperless. Attendees were asked for their input to help reach consensus. The consensus was to continue the current practice of mailing the letters to all owners.
- Proposed changes to Rules and Exterior Modification policy (includes Architectural Control Guidelines). Karen reported that the proposed changes are the result of the annual review of the rules and policy. It was noted that more revisions may be needed later depending on changes to law from this year's legislative session. On a motion made by Karen and seconded by Kevin, the changes were summarized and open for discussion. Most changes clarify current provisions, ensure consistent terms, simplify wording, and commit current practice to writing. On an amended motion by Karen and seconded by Lois, the Board unanimously approved the changes to be effective June 1st.
 - What constitutes an exterior modification application is clarified (the package is the form and all supporting documents). A complete application package should be submitted. Board review cannot begin until the full complete application package is received so submitting in pieces only delays the process.
 - Specifies the requirement that window and patio door replacements must be done by professional installers instead of relying on the standards in the general section of the policy.
 - New ACGs include flashing above the trim on patio door replacements, no mesh screens as replacements for structure storm or patio screen doors, standards for mini-splits (i.e., exterior line set cover and drainage), filing solar and EVC system Agreements for recording with the Boulder County Records, process to remove nonfunctional stovepipes from the exterior roof, fences cannot be attached to decks, lattices and hanging baskets on D balconies, and cable wires.
 - New rules include PODs or dumpsters added to the Parking rules, and multiple violations of the same rule within 6 months are not considered resolved and are subject to enforcement action based on the date of first occurrence.
 - Changes related to safety, maintenance, and other related issues include clarifying hazardous objects and grills rules, prohibiting all objects on the top of balcony railings (deck is okay), prohibiting attachments to gas lines, clarifying that nothing shall block access to irrigation and other utilities in the stairwell or stairway or extend into the hallway, adding motorized airplanes and drones to airborne object rules, and clarifying that feeding animals outside of the townhome includes food scraps as well as feeders and outdoors includes decks and patios.
 - Clarifies that it is an expectation that residents will work with each other first to resolve complaints.

Adjournment. On a motion made by Kevin, seconded by Mark, and unanimously carried, the meeting adjourned at 8:40 p.m.