



Park East Square Homeowners Association Newsletter Spring 2025

IMPORTANT INFORMATION ON MAINTENANCE ISSUES IN THIS EDITION!

Our Fabulous Crew!

Brent Chapman, our HOA Facilities Manager, has been with us for a year & a half; and Jesse Spears, our Maintenance Technician, has been with us for two years! They continue to do a fantastic job (especially through the winter) – please thank them when you see them!

IMPORTANT NOTICE: ‘Tis the Season! ...of building repairs, painting, tree work, paving, etc. A reminder that HOA staff and contractors will be working in the vicinity – sometimes on your building or needing access to your patio area. Remember that you do not own anything outside your unit – it is considered HOA common area. Staff and contractors will try to provide notice to tenants and owners, but sometimes that’s just not possible, and work must proceed. Please treat them with respect – they’re just doing their job! Thank you!

Parking Lot Repaving

The HOA will be re-grading and re-paving about 2/3 of the 1150-1186 parking lot this summer, including new concrete drain pans and restriping. Common sewer lines will also be scoped, cleaned and repaired if needed prior to the paving project. At this point, we think the effort will be done in two phases and is expected to take 6-8 weeks in June and July.

Residents will need to park on Monroe Drive, other nearby streets, or in other parking lots. The HOA will provide placards so residents of other parking lots will know who you are. The HOA Facilities Manager will notify owners and residents regarding further details.

Monroe Drive Parking

Parking along Monroe Drive is managed and enforced by the City of Boulder through the Neighborhood Parking Permit Program. Permits cost \$50 a year per vehicle for residents, and 2 visitor permits may be purchased for \$5 each per year. Residents can obtain permits through the City of Boulder Department of Parking Services (contact information on our website).

Building Repairs, Gutters & Painting

The following buildings are slated for general repair and paint this summer: 4170, 4207, and 4222. The HOA Facilities Manager will be contacting owners to discuss the scope of the work specific to each building and to answer any questions about 3 to 4 weeks before work begins. Residents will be notified 2 weeks in advance, so that they can move patio furniture and other items away from the building. In addition, gutters are being replaced or repaired on numerous buildings.

Incidental Damage

Owners and residents are reminded that the HOA cannot be held responsible for “incidental” damage because of our many repair efforts. We are constantly reminding our contractors about cleaning up thoroughly, but things such as pictures falling off the wall, nails and flat tires, etc., are going to happen occasionally. If something is serious enough, the owner needs to take it up directly with the contractor.

Plumbing Maintenance

Do you know where your water shut-off is? Emergencies happen. Water heaters crack. Pipes burst. Toilets leak. Be sure you and your tenants know how to cut off your water in an emergency.

- **A unit** shut-offs are in the crawlspace located under the floor panel in the laundry/furnace room.
- **B and C unit** shut-offs are in the crawlspace that is accessed by the floor panel in the small closet under the lower staircase. Although that closet makes attractive storage, make sure you or your tenants keep the panel easily accessible. When a pipe bursts, you won't want to have to unload the closet first.
- **D unit** shut-offs are in a pipe chase on the carport wall between the A and B units. You should see an access panel about two feet up from the floor. In extreme weather, this chase can easily freeze and could lead to burst pipes. If this happens, **D unit owners** are responsible for any damage to the drywall, carport, and cars. Consider adding pipe heating tape and insulation to protect your pipes before next winter. See the *Memo on D-Unit Plumbing* on the Documents page of our website.

Shut-off valves can fail, too. You don't want to learn your shut-off is broken during an emergency. Try closing your shut-off valve. Does the water stop flowing in the unit? If not, your valve needs replacement. Contact our HOA Facilities Manager to arrange a time to turn off the water main so your plumber can replace the bad valve.

Finally, remember that the HOA is responsible for the incoming water lines before they split into the individual units and for the drain lines after they merge into a common output main line. You are responsible for any maintenance of those lines on your side of those common joints. See the *Maintenance and Insurance Chart* on the Insurance page of our website for more information.

Sewer Maintenance

Watch What You Flush! Our HOA and the City sanitary sewer system is designed for human waste and toilet paper only. Our pipes are also 50 years old so be gentle! Even if items say "flushable", they can cause issues. The following items belong in the trash, not the sewers: Wrappers, Q-tips, cigarette butts, condoms, feminine hygiene products, tissues, facial wipes, paper towels, wet wipes (baby, hygiene, disinfecting). Please contact our HOA Facilities Manager if you are experiencing a slow drain!!

Door Painting

Now that the weather is improving, the HOA has a long list of doors that need painting! We will do our best to contact residents so doors are in the open position when painted. Please be as responsive as possible when our Facilities folks contact you!

Patios/Decks, Gardens, and Carports

It is up to the owner or tenant to keep patio/deck and customized garden areas clean and neat. The HOA does not clean these areas. Your attention to keeping your patio free of leaves and debris will help keep moisture and insects away from the building exterior and prevent damage to the building structure. Patio/deck areas are not to be used as storage. In addition, please limit the number of decorative items so patios/decks and garden areas are neat and orderly. Please consider planting drought-tolerant plants this year – and realize that flowering plants will attract pollinators (wasps!)

Remember that carports are for "street-legal vehicles" only, and not for storage. More details can be found in the HOA's Rules & Regulations, posted on the website.

Weed Control

HOA staff and contractors will be spraying for weeds in the gravel around the buildings and parking lots throughout the spring and summer as weather conditions permit (i.e., no wind or rain). Occasionally, and only if needed, glyphosate (which is the active ingredient in RoundUp) may be applied, as per manufacturer and U.S. EPA guidelines. Our lawn care contractor will be spraying for broadleaf weeds in turf areas. Please contact the HOA Facilities Manager at if you would like more information on weed control and the products used.

Pest Control

The HOA's *Insurance and Maintenance Chart* specifies that owners are responsible for pest control within their lot line. The HOA will close any openings into the unit that are found and deal with the Common Area exterior to the unit. This includes mice, squirrels, rats, and visible wasp nests on the exterior of the building. D unit deck railings and the wasps can be especially problematic. Preventative maintenance is the key. Start early instead of waiting for a full-on invasion. D unit residents are encouraged to spray under their railings on a weekly basis, or staple mothball sachets into the railing openings. In addition, potted flowers on decks that attract pollinators are discouraged. Owners/residents are encouraged to contact the HOA Facilities Manager for advice.

Dogs and Dog Waste

We continue to have violations of the leash requirement, such as chronic offenders who allow their dog(s) to run free in the common areas outside units or those throwing a ball or Frisbee in the open grassy area on the NE corner of the property. Park East Square is **NOT** a dog park. City Ordinances and PESHA *Rules and Regulations* require dogs to be on a leash at **ALL** times. Thank you for cleaning up after your pet, with a special thanks to those providing their own bags.

Trash Rooms

Break down and flatten all boxes. Do not bag recyclables. If the bins get full, look to see if there's another trash room in your cul-de-sac that can accommodate your trash and recyclables.

Disposal of Large Items

There will **NOT** be a communal dumpster this year. **Furniture items are NOT to be left on the curb or outside bins in the trash rooms!** Dispose of them properly, e.g., take them to a thrift store!

Pool

The pool will be open this summer beginning (tentatively) the Saturday of Memorial Day weekend. Hours and Rules will be posted. If you have lost your unit's pool key, new keys are available for a \$25 fee from our HOA Facilities Manager.

Governing Documents Review

We've received some good constructive comments so far, which will be posted on the website. The review period has been extended to May 26th. Please submit your comments in writing via email to board@parkeastsquare.org.

Annual Architectural Compliance Survey

The annual survey will begin in late May. We recommend you review your copy of last year's survey results letter and if you intend to correct any items this summer, please remember that an *Application for Exterior Modification* is required. Thank you to all who have made changes to come into compliance with the architectural guidelines. We appreciate your cooperation and efforts in keeping our community attractive and in good repair.

Exterior Modifications and Repair Requests

Plan in advance! All exterior modifications (anything concerning the building or outside areas such as windows, doors, patios, fences, high-efficiency furnaces, heat pumps, A/C condensers, sump pumps, fences, garden areas, etc.) must be approved by the Board **before** the work begins or it can be halted or required to be redone. An Application for Exterior Modifications can take up to 30 days to be approved. The key to a quicker decision is to submit the **complete** package (form and supporting documents) – not bits and pieces. Refer to the Documents section on the website for the architectural guidelines and application requirements (*Exterior Modification* policy) and the application form.

<p>HOA Facilities Management 303-442-6511 manager@parkeastsquare.org Brent Chapman – Manager Jesse Spears – Maintenance Tech</p> <ul style="list-style-type: none"> • Grounds and snow removal • Buildings, carports and trash rooms • Water/Sewer • Gutters, downspouts, and tip-outs • Sidewalks and cul-de-sacs • Exterior lighting <p>Trio Property Management 303-415-2054 trioproperty@comcast.net</p> <ul style="list-style-type: none"> • Accounting and bookkeeping • HOA dues payment and owner account information • Resales and transfer of ownership requests 	<p>Board Members board@parkeastsquare.org</p> <ul style="list-style-type: none"> • Lois Bennett – President 301-875-1716 loisbennett7916@gmail.com • Mark Liebendorfer – Vice President • Karen Fassler –Secretary • Ruli Werner-Rosen - Treasurer • Greg Butt <p>Website www.parkeastsquare.org</p> <p>Mailing address: PESHA 1075 Monroe Drive Boulder, CO 80303</p>
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