

Park East Square Homeowners Association

MONTHLY BOARD MEETING MINUTES

April 9, 2024 via Zoom

Call to Order. The monthly Board meeting was called to order at 7:02 p.m. Quorum of the Board was present: Lois Bennett, Karen Fassler, and Therese Spears. Also, present was Brent Chapman, HOA Facilities Manager, and Allan Orendorff, Trio Community Association Manager.

Homeowners present: Martin Walter, David Longenecker, Christiane Audi, Bjorn Bergman, Wayne Schroeder, and Bill Hackman.

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

Ratification of Out-of-Meeting Decisions. On a motion made by Karen and seconded by Lois, the Board unanimously approved the decisions to approve five fence applications.

Member Issues & Questions.

- David Hauser asked about his application for a sliding glass patio door. Al located it and will send it to the board.
- David Longenecker reported two light bulbs are out in the 4264 carport.
- Christiane asked the board reconsider redoing her deck railing at 1131D, even though it had minor repairs last year. Lois said the D unit railings and stairs are being prioritized for this year. She also said more balconies and stairs will be repaired as the building repair cycle begins to ease off in the next couple of years. Christiane asked about the status of our response to her belief that the carport headers are rotten underneath the trim at 1131, which she reported last year and sent pictures. She asserts that when she pointed it out to the contractor, they did not repair it properly and covered up their poor work. Lois said the work was inspected and there is no rot. Lois will set up a meeting with Christiane.

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

- Gutters/downspout replacement work begun. 1166 complete and gutters at 1110 are next.
- Spring gutter cleanout has begun.
- Painting contract and pre-paving sewer contract are not yet complete, but painting is close.
- Lots of groundskeeping in the last month, e.g., snow, branches down, winter dormant pruning, and many trips to Western Disposal.
- Sinking bath house floors. Proceeding with soil analysis, which will guide possible solutions. Have contacted one contractor and reaching out to more.
- 4289 water main shut-off needs repair. Cannot schedule Bernie's until the crawlspace dries out, which Brent is monitoring.
- Miscellaneous issues with specific units.
- 1166 and 1110 building repairs should begin soon.

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

- Financial Report: Review current financial data, any general dues payment issues. Al reviewed the financials. Late fees and interest have not been assessed on delinquent accounts yet but will begin this month. There are 17 owners (five have paid nothing this year) and notices will be sent to them.
 - Kevin noted some owners received unpaid charges messages in error and have not heard back. Al explained it was an issue of timing, reported that the accounts have been corrected, and apologized for not replying.

Old and New Business

- The Spring 2024 Newsletter is being printed and should be mailed by April 15. It can be emailed and will be posted on the website before then.

- Parkstrip project outside 1186. Received a quote today that will allow for a larger section (1150-1140) to be done within budget so hope to start work in the next week or so.
- Update on governing documents amendment project – working group and approximate timeline. Karen announced that Greg Butt, Kat Fritz, David Longenecker, Sandy Lowry, and Holly Winton were the owners selected for the working group. The estimated schedule is:
 - receive drafts from the attorney at the end of April;
 - board and working group review drafts and have a working session with the attorney by late May;
 - final drafts received in early June for a last review;
 - drafts and informational materials sent to owners with a 2-week comment period in June;
 - conduct the informational meeting for owners in July; and,
 - voting, hopefully in July.
- Report on Architectural Control Committee – 2024 survey to begin in May, small “refining” changes to Rules and Architectural Guidelines tentatively set for review and approval at May meeting. Karen reported that the survey is scheduled to begin on May 22nd. In regards to rule or policy, we review them annually for revisions. The changes clarify policy and a couple of examples were given, e.g., PODS in parking lots, hanging baskets over building entrances, and firepits.
- Lois mentioned that the irrigation workers will be here next week to prepare for the spring/summer season. CoCal will start with the spring cleanup soon.
- Karen reminded everyone that an application package is needed for any exterior modification. The key to expediting the review is to make sure the application is complete, no bits and pieces, when it is submitted so the review can begin.

Adjournment. On a motion made by Karen, seconded by Kevin, and unanimously carried, the meeting adjourned at 7:35 p.m.