

**September 20, 2011**  
**Board Meeting**  
**Canyon Club Condominiums Owners Association**  
**7:00 p.m. Canyon Club – Clubhouse**

**AGENDA**

- I. Call to Order**
  - Introduction of Attendees
  - Board Roll Call
  
- II. Approval of July 2011 Board Meeting Minutes**
  
- III. President's Report**
  
- IV. Budget Report**
  
- V. Committee Reports**
  - a. Architectural /Landscape
  - b. Maintenance Report
  - c. Social Committee
  
- VI. Old Business**
  
- VII. New Business**
  
- VIII. Adjournment**

## President's Report September 20, 2011

The past couple months have been business as usual. The Budget Committee, along with several homeowners, had a couple meetings to work on the upcoming fiscal year budget. I would like to say "Thank You" to Sandy Redman for heading up this task and to everyone else who participated. Sandy will go over more in her report.

We received our insurance renewal and our premium has increased \$14,000 with a \$250,000 deductible on shake shingle roofs for wind and hail. This is not because of our claims but because of the national disasters that have happened this past year. Currently the Board is in the process of obtaining additional quotes. Needless to say, this is quite a jump and more than what we had been budgeted.

It is that time of the year that leaves are changing color and the pool has closed. Thus, before too long, we could possibly have snow. Please observe the street parking procedures, so as maintenance can keep the streets and sidewalks clear. Please use proper footwear and when on the steps, use the handrails. This is for everyone's safety.

The next Board meeting will be November 15<sup>th</sup>. Have a Happy Halloween!

**Canyon Club Homeowner's Association**  
**Board Meeting**  
**July 19, 2011**

Attending BOARD Member:

Lofton Petty – President  
Susan Schubert – Vice President  
Jeff Sterkel – Member at Large  
Sandy Redman - Treasurer

The meeting was called to order at 7:03 pm by President, Lofton Petty.  
Introductions were made by attendees and the BOARD.

**Approval of May 2011 Minutes**

Minutes from the May 2011 Board Meeting were not read, but provided in the meeting packet. A motion was made, seconded and the minutes were approved by the Board as written for the May 17, 2011 Board Meeting.

**Reports**

**Presidents Report – Lofton Petty**

The written President's Report has been mistakenly left out of the meeting packet. Lofton says that things are coming along and it is business as usual. He thanked Susan Schubert for organizing the Summer Picnic. He also reminded residents that wild animals should not be fed, as it attracts rodents. The written President's Report will be included with the packet that will be posted online.

**Budget Report**

We currently have \$178,970.54 in our operating account and \$8,924.24 in outstanding receivables. There are a couple of units whose arrears continue to rise. One of them is owned by a bank that is not paying, so their arrears keep going up. Our income is currently \$297,811 and expenses \$232,704. We are \$65,000 ahead for the year. We have more projects that need to be done this summer.

Sandy made a motion to approve a transfer of \$100,000 to the Merrill Lynch account. It was seconded and approved. There have been a number of years in the past when no money was saved. For example, the stairs project a couple of years ago cost \$250,000, preventing savings. There are no major projects on the horizon, so we are able to catch up on funding the Long Term Reserve Plan. We have not spent any money out of the Long-Term account.

We have a large operating budget that takes care of basic needs, but not big projects. The Long Term plan will go up this year, but in two years, we have painting to do. In five years, the roofs will need to be replaced. Sandy is hoping to wipe out the two red lines on the Long Term plan this year. We are making progress in wiping those debts out.

Sharon Littlefield asked how much LCM is paid. The answer can be found under the Administrative Accounting line in the operating budget; it's about \$9,000. They cut our checks, provide postage and perform collections. They do not perform the audit. Sharon also asked if a dues increase is initiated by the Board of Directors. Yes; the Board has the final say on whether dues go up.

Sandy reminded the attendees about the upcoming budget meetings. There has been strong attendance the past two years with a lot of input by additional homeowners.

It was asked if there are many units in foreclosure. Office Manager, Fay Rebuelta knows of two.

## **Committee Reports**

### **Architectural/Landscape read for Corrine Hatlen by Susan Schubert**

There has been little activity in the complex with only three requests submitted since May. These were all satellite dish requests which were approved for Units 39, 59 and 133. As per the guidelines, any alterations planned for the exterior of the unit does require a request be submitted prior to any work for review and approval. .

We have a bimonthly walkabout to look for safety issues and landscaping issues. These are usually scheduled for the third Saturday with the next one coming up in September. If you would like to be part of the walkabout, we typically meet at the mail room at 9:00 a.m. A notice will be posted to confirm the date and time.

### **Maintenance by Adam Blake**

Projects have been started that maintenance hasn't been able to finish, due to the erratic weather and other projects that have "presented" themselves. They have been concentrating efforts on trying to improve the general condition of the grounds. Seeding of thinning and missing turf areas, numerous irrigation repairs and adjustments, tree pruning, and flower/plant care have been taking much of their time. They have also been working on a few specialty projects such as a small retaining wall at the point to terrace the large rock area in the center. Doing this will help with the issues we've had of rock sliding downhill exposing the landscape fabric underneath near the edge of the walk. Maintenance is also working on bare-fabric areas in other locations of the property as well, although they should not require a retaining wall. Some re-wiring and updating of electrical in certain areas have been required to replace aging or failed components. To help with the excessive rain lately work has been done numerous sump-pump areas to improve their effectiveness in removing excess water on the property.

In the coming weeks, maintenance is hoping to finish up the seeding and pruning that remains, as well as planting replacement shrubs in areas where they have died or been removed in the past. Adam is reviewing estimates and information we have requested for repairs/maintenance to the asphalt and some of the catwalks (2<sup>nd</sup> story sidewalks) which are in need of repair. Right now the annual roof tune-up and maintenance is tentatively scheduled for mid-August, with a solid date to come in the next few weeks. Adam will also help plan the budget needs for the coming year, so if you have any comments or concerns about upcoming maintenance needs please feel free to contact him. He thanked the family of Ken Vancil for their donation of a TV, DVD player, VCR, stereo, and cabinet house all of these components. They

will be used in various areas of the amenities for the benefit of the entire community. This has been a welcome addition to the many donations since the beginning of the year to improve the clubhouse.

Adam reminded residents about the continued need to clean up after their pets and themselves, as maintenance is cleaning up an abundance of pet waste and general litter. Please be respectful to your neighbors and your community; keep things picked up, use the pet stations appropriately and please tie the bags shut once used. Doing so makes picking them out of the bins much easier and cleaner. Many satellite installers have been coming for un-approved satellite additions. Adam has been able to catch many of them to get the proper paperwork and approvals completed, but these should have been *PREAPPROVED* before the installer was ever on property. Please remember to check the Arch Guidelines and submit requests *PRIOR* to doing any work...even for a satellite dish.

Sandy Redman asked if there has been a lot of standing water; Adam said it's not as bad this year as it has been in the past. Robert Chadwick's building is much better in this respect. The electrical box near Unit 60 has been replaced.

When the shrubs are ready to be replaced, Sandy would like to look at the plan. Adam has thought of trying little evergreens in some areas, which will yield white flowers in the spring and berries in the fall/winter. But we have to be careful, because they require a lot of sun. Sandy is concerned because some shrubs died in the past because of a lack of sun and/or water.

Alice Carver believes that many areas should be seeded, but she cannot tell if it's been done. She asked if it's ever been considered to put in bushes by the sidewalk instead? For example, by Unit 122. Adam says that if it's obvious when seeding is not working due to high foot traffic or lack of sun, they may put in rock. Some areas take well to seeding, others do not. It's difficult to find the reason, but there have been thoughts of taking a different course of action.

Sandy thanked Adam and the maintenance department for their efforts. Lofton thanked them for trimming the trees.

### **Social Committee by Susan Schubert**

Approximately 12-15 units participated in the Yard Sale that took place on July 9, 2011. It looked busy and parking went very well. She thanked Adam and Robert for turning off the sprinklers.

The picnic happened last week. It was a very nice day. We had 80 RSVPs, but only 60-65 people actually attended.

The next event will be the holiday party in December. We may have a Halloween party, but no decision has been made yet.

### **Old Business**

None

### **New Business**

None

### **General Discussion**

Elna Cain is happy about the job that the Board is doing. They do great and she is happy to live here.

Susan wants to ensure that as new people move in, the Rules & Regulations are read. It was suggested that when Dagmar Litton meets with new owners, we provide her with a folder containing all the documents to give to new owners/renters. Sharon Littlefield puts it in her lease that the tenant must read the Rules & Regulations. It was suggested that maybe Canyon Club should require all owners to put the same type of rule in their leases.

Sandy asked for volunteers to rewrite the Rules & Regulations, as well as the Architectural Guidelines.

Susan suggests adding a permanent sign to the mailroom window with our website address.

Sharon Littlefield complemented the newsletter.

There was discussion about good trimming of the bushes this year. Some people like it, others don't, but we can't make everyone happy.

**Lofton adjourned the meeting at 7:45pm.**

These minutes are a record to the best of our knowledge of the events. If you have any questions and/or changes, please contact the Canyon Club Office.

Canyon Club Condominiums  
Funds Balance Sheet  
AUGUST 31, 2011

	OPERATING	RESERVES	TOTAL
	-----	-----	-----
ASSETS			
CASH			
11100	Cash - Citywide Banks	91,516.06	194.33
			91,710.39
11101	Cash - Debt Card	1,002.03	
			1,002.03
11120	Cash - Merrill Lynch MM 04030		39,962.73
		39,962.73	
11125	Cash - Merrill Lynch CD Accts	1,030,000.00	
			1,030,000.00
11150	Petty Cash	160.19	
			160.19
	TOTAL CASH	92,678.28	1,070,157.06
			1,162,835.34
RESERVE TRANSFERS TO BE MADE			
11295	Due (to)/from	39,654.37	(39,654.37)
11296	Due (TO)/From Prior Years	11,499.24	(11,499.24)
	NET CASH PER FUND	143,831.89	1,019,003.45
			1,162,835.34
ACCOUNTS RECEIVABLE			
ASSESSMENTS RECEIVABLE			
11310	Assessments Receivable	11,336.71	
			11,336.71
11311	Allowance For Doubtful Acct	(18,950.00)	
			(18,950.00)
	NET ASSESSMENTS RECEIVABLE	(7,613.29)	0.00
			(7,613.29)
OTHER ACCOUNTS RECEIVABLE			
11315	Accrued Int Receivable		2,953.71
			2,953.71
	TOTAL OTHER RECEIVABLES	0.00	2,953.71
			2,953.71
	TOTAL RECEIVABLES	(7,613.29)	2,953.71
			(4,659.58)
OTHER CURRENT ASSETS			
11505	Prepaid Workers Comp Ins	587.00	
			587.00
11510	Pre-Paid Ins	5,600.00	
			5,600.00
11520	Employee Loans	419.28	
			419.28
11525	Prepaid Storm Drain	9,020.22	
			9,020.22
	TOTAL OTHER CURRENT ASSETS	15,626.50	0.00
			15,626.50
FIXED ASSETS			
11610	Furniture & Equipment	47,858.96	
			47,858.96
11611	Accuml Dep Furniture & Equip	(34,926.17)	
			(34,926.17)
	TOTAL FIXED ASSETS	12,932.79	0.00
			12,932.79
11995	Payroll Clearing	557.37	
			557.37
	TOTAL ASSETS	165,335.26	1,021,957.16
			1,187,292.42
LIABILITIES			
CURRENT LIABILITIES			
21110	Accounts Payable	5,314.02	
			5,314.02

Canyon Club Condominiums  
Funds Balance Sheet  
AUGUST 31, 2011

	OPERATING	RESERVES	TOTAL
21115	Accrued Property Taxes	750.00	750.00
21120	Pre Paid Assessments	19,028.04	19,028.04
21125	Prepaid AT&T Lease	12,000.00	12,000.00
21130	Salaries Payable	870.00	870.00
21135	Payroll Taxes Payable	3,886.83	3,886.83
21140	Income Tax Payable	843.00	843.00
	<b>TOTAL CURRENT LIABILITIES</b>	<b>42,691.89</b>	<b>42,691.89</b>
INSURANCE PROCEEDS			
21155	Unexpended Insurance Proceeds	(5,000.00)	(5,000.00)
	<b>NET INSURANCE PROCEEDS</b>	<b>(5,000.00)</b>	<b>(5,000.00)</b>
	<b>TOTAL LIABILITIES</b>	<b>37,691.89</b>	<b>37,691.89</b>
FUND BALANCES			
31100	Retained Earnings	117,491.89	819,706.94
31105	Transfers Between Funds	(47,640.07)	47,640.07
31110	Adj For (Gain)/Loss on Sale#44		17,769.71
31115	Prior Year Audit Adjs	(11,576.86)	588.80
	Current Earnings	69,368.41	136,251.64
	<b>TOTAL EQUITY</b>	<b>127,643.37</b>	<b>1,021,957.16</b>
	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>165,335.26</b>	<b>1,021,957.16</b>

CANYON CLUB CONDOMINIUMS

BUDGET COMPARISON

OPERATING FUND

AUGUST 31, 2011

CURRENT PERIOD			YEAR TO DATE				ANNUAL	
ACTUAL	BUDGET	VARIANCE		ACTUAL	BUDGET	VARIANCE	BUDGET	
REVENUE								
ASSESSMENT REVENUE								
37,555	37,552	3	41100	Assessments	410,513	410,472	41	448,024
(7,110)	(7,110)	(0)	41101	Reserve Revenue Frm Budget	(78,214)	(78,214)	0	(85,324)
30,445	30,442	3		TOTAL OPERATING ASSESSMENT REV	332,299	332,258	41	362,700
OTHER OPERATING REVENUE								
0	0	0	41165	AT&T Wireless - Income	20,700	20,700	0	20,700
184	166	18	41180	Late Charges-LF ADMIN/REIMB	1,699	1,834	(135)	2,000
56	83	(27)	41200	Late Interest	445	917	(472)	1,000
25	8	17	41220	Fines & Violations	100	92	8	100
10	0	10	41250	Key Fees	130	0	130	0
267	16	251	41280	Collection/NSF Fees	888	184	704	200
0	250	(250)	41300	Laundry Income	1,928	2,750	(822)	3,000
0	0	0	41318	Insurnace Proceeds	1,668	0	1,668	0
0	0	0	41330	Repairs/Maint Reimb	28	0	28	0
0	83	(83)	41335	Income Clubhouse	700	917	(217)	1,000
542	606	(64)		TOTAL OTHER OPERATING REVENUE	28,287	27,394	893	28,000
30,986	31,048	(62)		TOTAL OPERATING REVENUE	360,586	359,652	934	390,700
EXPENSES								
BUILDING								
1,111	750	(361)	51025	Building Maintenance	6,794	8,250	1,456	9,000
0	458	458	51200	Roof	750	5,042	4,292	5,500
160	83	(77)	51240	Gutters	160	917	757	1,000
0	41	41	51340	Sewer	121	459	338	500
0	83	83	51440	Cleaning	0	917	917	1,000
0	125	125	51460	Pest Control	954	1,375	421	1,500
358	41	(317)	51470	Tools/Equipment	321	459	138	500
103	0	(103)	51520	Supplies-Building	103	0	(103)	0
1,733	1,581	(152)		TOTAL BUILDING	9,203	17,419	8,216	19,000
EQUIPMENT SYSTEMS								
60	0	(60)	61050	Fire Extinguisher Inspec	60	100	41	100
60	0	(60)		TOTAL EQUIPMENT SYSTEMS	60	100	41	100
RECREATION FACILITIES								
584	200	(384)	61560	Pool/ Hot Tub Supplies	1,853	800	(1,053)	1,000

CANYON CLUB CONDOMINIUMS

BUDGET COMPARISON

OPERATING FUND

AUGUST 31, 2011

CURRENT PERIOD				YEAR TO DATE				ANNUAL
ACTUAL	BUEGET	VARIANCE		ACTUAL	BUDGET	VARIANCE	BUDGET	
0	400	400	61600	Pool	210	1,600	1,390	2,000
50	41	(9)	61660	Recreation Equipment	131	459	328	500
554	641	87		TOTAL REC FACILITIES	2,194	2,859	665	3,500
GROUNDS								
2,161	2,000	(161)	71020	Landscape-Contr	12,792	14,000	1,208	16,000
0	0	0	71030	Landscape-Trees/Shrubs/Plants	91	0	(91)	0
312	625	293	71040	Landscape-Other	3,482	4,375	893	5,000
0	166	166	71056	Concrete & Asphalt	737	1,834	1,097	2,000
63	0	(63)	71060	Fence	180	300	120	300
269	100	(169)	71100	Sprinklers	1,164	400	(764)	500
0	0	0	71120	Snow Removal	2,247	2,500	253	2,500
0	50	50	71205	Security	(301)	550	851	600
0	66	66	71210	Vehicle	1,393	734	(659)	800
0	83	83	71211	Vehicle - Gas/Mileage	792	917	125	1,000
0	0	0	71212	Equipment - Gas*****USE 71211	80	0	(80)	0
0	41	41	71215	Equipment-Repair	453	459	6	500
0	41	41	71216	Equipment Rental	134	459	325	500
0	41	41	71220	Grounds Equipment	71	459	388	500
2,826	3,213	387		TOTAL GROUNDS	23,315	26,987	3,672	30,200
UTILITIES								
2,540	3,205	665	81020	Gas/Electric	26,848	34,809	7,961	38,000
3,895	2,916	(979)	81040	Water/Sewer	26,323	32,084	5,761	35,000
0	0	0	81080	Storm Drains	0	0	0	11,000
1,019	1,000	(19)	81100	Trash Removal & Recycle	11,448	11,000	(448)	12,000
7,453	7,121	(332)		TOTAL UTILITIES	64,619	77,893	13,274	96,000
RENTAL EXPENSE								
0	0	0		TOTAL RENTAL EXPENSE	0	0	0	0
DEPRECIATION								
0	0	0		TOTAL DEPRECIATION	0	0	0	0
ADMINISTRATIVE EXPENSES								
775	775	0	91020	Management - Accounting	8,525	8,525	0	9,300
68	183	115	91021	Office Supplies/Printing-Actng	1,953	2,017	64	2,200
0	166	166	91022	Other Admin - Accounting	1,197	1,834	637	2,000
185	416	231	91040	Legal	1,648	4,584	2,936	5,000
0	0	0	91080	Audit/Review & Tax Prep	1,900	1,800	(100)	1,800
50	772	722	91100	Insurance	11,133	34,228	23,095	35,000

CANYON CLUB CONDOMINIUMS

BUDGET COMPARISON

OPERATING FUND

AUGUST 31, 2011

CURRENT PERIOD			YEAR TO DATE				ANNUAL
ACTUAL	BUDGET	VARIANCE		ACTUAL	BUDGET	VARIANCE	BUDGET
0	500	500	91102	0	5,500	5,500	6,000
9,606	19,541	935	91220	108,101	115,959	7,858	126,500
778	1,166	388	91235	9,491	12,834	3,343	14,000
0	500	500	91265	2,515	5,500	2,985	6,000
213	158	(55)	91270	1,710	1,742	32	1,900
206	125	(81)	91345	2,465	1,375	(1,090)	1,500
240	83	(157)	91350	1,410	917	(493)	1,000
0	200	200	91355	390	1,000	610	1,200
462	416	(46)	91400	4,875	4,584	(291)	5,000
0	41	41	91407	0	459	459	500
0	250	250	91410	2,386	2,750	364	3,000
0	0	0	91415	94	0	(94)	0
219	125	(94)	91420	1,262	1,375	113	1,500
0	50	50	91440	234	550	316	600
0	0	0	91460	1,153	1,400	247	1,400
0	0	0	91480	255	400	145	400
0	0	0	91560	4,386	4,000	(386)	4,000
0	0	0	91580	2,442	2,000	(442)	2,000
0	0	0	91615	33	0	(33)	0
0	0	0	91620	2,278	5,000	2,722	10,000
(1)	0	1	91660	22	0	(22)	0
12,803	16,467	3,664		191,828	220,333	28,505	241,800
25,429	29,023	3,594		291,218	345,591	54,373	390,600
5,557	2,025	3,532		69,368	14,061	55,307	100

**APPROVED Long Term Reserve Plan for the Fiscal Year 2011-2012  
Funds Available October 1, 2011 as of 9/19/2011**

<b>Item</b>	<b>Replace\$</b>	<b># Years Useful Life</b>	<b>#Years Expended</b>	<b>Total \$ Accumulated</b>	<b>Current Year Expenses</b>	<b>Total Current Accumulated Balance</b>	<b>Required Annual Reserve</b>
<u>Buildings</u>							
Roofs - All	\$900,000	27	21	\$650,456	\$0	\$650,456	\$36,000
Painting	\$200,000	10	8	\$160,000	\$0	\$160,000	\$20,000
Siding/Prepntg repairs	\$75,000	10	8	\$48,124	\$0	\$48,124	\$7,500
Stairways	\$150,000	40	3	(\$1,235)	\$0	(\$1,235)	\$3,750
Gutters	\$20,000	20		\$4,000	\$0	\$4,000	\$1,000
HVAC	\$30,000	15		\$7,244	\$4,400	\$2,844	\$2,000
Electrical	\$15,000	35		\$8,550	\$0	\$8,550	\$430
Carports	\$100,000	40		\$5,000	\$0	\$5,000	\$2,500
<u>Grounds</u>							
Fences	\$100,000	30	19	\$60,163	\$0	\$60,163	\$3,333
Asphalt	\$60,000	10		\$24,638	\$0	\$24,638	\$6,000
Landscaping	\$35,000	15		\$0	\$0	\$0	\$9,286
Concrete	\$45,000	5		\$25,711	\$0	\$25,711	\$9,000
Sprinkler System	\$12,500	35		\$6,521	\$0	\$6,521	\$350
Sewer System	\$30,000	20		\$9,799	\$0	\$9,799	\$1,500
<u>Pool</u>							
Pool/Hot Tub	\$50,000	20	4	\$7,141	\$0	\$7,141	\$2,500
Heaters/Pumps	\$10,000	8		\$4,930	\$0	\$4,930	\$1,250
Furniture	\$2,500	10	8	\$968	\$0	\$968	\$250
<u>Laundry/Mailroom</u>							
	\$12,000	10		\$3,600	\$0	\$3,600	\$1,200
	\$66,000	25		\$18,588	\$0	\$18,588	\$2,640
<u>Clubhouse</u>							
	\$40,000	15		\$6,740	\$0	\$6,740	\$2,700
	\$1,500	4		\$2,359	\$0	\$2,359	\$375
<u>Large Equipment</u>							
Maintenance	\$50,000	10		\$12,313		\$12,313	\$5,000
<u>Contingency</u>							
<b>Totals</b>	<b>\$2,004,500</b>			<b>\$1,066,845</b>	<b>\$4,400</b>	<b>\$1,062,445</b>	<b>\$118,564</b>
							<b>Interest Income - (\$20,000)</b>
							<b>Amount To Be Saved 2009-2010 Budget Year = \$98,564</b>
							<b>Actual Savings for 2011-2012 in Budget \$98,654</b>
							<b>Total in Reserve Account as of 10/1/11: \$1,066,845</b>

# Maintenance Report – September 20, 2011

– Written by Adam Blake, Maintenance Superintendent

I have outlined items below; please feel free to contact me with any further questions or concerns you may have.

- Planting of new shrubs to replace dead shrubs throughout the property
- New sod in a few areas of the property that were too large and severe to work with seed.
- Construction of a retaining wall @ the point to correct bare fabric/grade slope.
- Numerous irrigation repairs.
  - Several heads/nozzles repairs
  - Replacement of (2) control units
  - Some coverage areas redesigned and newly installed lines/heads.
- A new A/C unit has been installed to service the clubhouse.
  - Unit was sold & installed by A&A Mechanical.
  - Old unit had a broken compressor and was nearly \$4k to fix. An entire new unit was just over \$4k.
  - Old inefficient 7-ton unit replaced with (2) high-efficiency 3 ½ ton units. Much less energy usage with new system.
- Two bee hives have been removed and repaired. Work done by Scott Heffley of Colorado Bee Rescue.
- Underground drain extensions have been added in a couple of areas to alleviate surface water issues.
- The pool is now closed for the season. The hot tub remains open all year.
- Re-defining edging/rock areas in several spots. Re-graded and new fabric installed in areas of new rock.
- Lots of ants and bugs. We have been spraying repeatedly. Please let us know if you have issues at or near your unit.
- Mainline sewer cleanouts. Needed to clear tree roots.

## AREAS THAT NEED ATTENTION!

- Pet owners ***MUST*** clean up after their pets. We are still finding pet waste everywhere, everyday during rounds. Please tie waste bags closed when disposing of them into the barrels. Additionally, ***ALL PETS MUST BE ON A LEASH IN COMMON AREAS!*** No matter if it's a quick trip to the car or mailroom, leash your pets. This is an offense not only punishable within Canyon Club, but within the city laws. We wish for everyone to be safe and comfortable in the community.
- As mentioned, we have had lots of bugs this year. We have been spraying for ants, centipedes, etc. We have been baiting traps for wasps and yellow jackets. Rabbits are out of control and are causing extensive turf and plant damage. After consulting with Terminex, it seems there is not a practical solution for the rabbits other than to wait for the colder weather.
- As we move into the cooler weather, we will likely see all kinds of critters looking for a home. I expect we will see a large influx in mouse issues as they have likely had the same population boom the rabbits have. Make sure to keep your home tidy, floors swept, corners & crannies cleaned out, etc. Keep food items off the floor (including pet foods) and set some traps and bait/poison in potential problem areas (in closets, pantries, behind large furniture, etc). It is better to take unnecessary action rather than to wait until you have seen a mouse. Chances are if there's one...there's many. Remember to keep pets and children in mind whenever using traps or poison. Let us know if you are having pest issues and we'll notify Terminex. Only visits called in by the HOA offices (Adam or Fay) will be covered by the HOA. All other calls are the financial responsibility of the homeowner.
- **WINTERIZATION** - As we are moving into the cooler season, I wanted to remind everyone it is time to think about winterization. Disconnecting hoses and draining, shutting down outside faucets (if applicable), etc. Remember that winterizing any retro-fitted (not original construction) water fixtures in or at a unit is the responsibility of the homeowner. This includes ***ALL*** fixtures on patios. Any damage caused by failure to properly winterize is the sole financial responsibility of the negligent homeowner.

Your cooperation is greatly appreciated.

## **Architectural and Landscape Committee Report September 2011**

There were flurry of requests this spring, but there has been very little activity throughout the summer. Only one request has been received since our July meeting. Unit 123's request to install a chairlift on the north stairway of their building was approved by the Board and the committee.

As per the guidelines, any alterations planned for the exterior of a unit does require a request be submitted prior to any work for review and approval. Please contact the office if you have any questions or to obtain a request form; or check the website, [canyonclubcondos.org](http://canyonclubcondos.org).

The Board has asked for volunteers to review and update the architectural and landscaping guidelines. This would include researching new technologies, such as roofing alternatives, wireless communication technology, solar panels, etc. You can speak with anyone on the Board, the office or myself if you are interested. If you decide to follow up after the meeting, please contact the office.

The architectural committee has a bimonthly walkabout to look for safety issues and landscaping issues. If you would like to be part of the walkabout, we typically meet at the mail room at 9:00 a.m. with the next scheduled date of November 19th. A notice will be posted to confirm the date and time. We always request if you notice anything in the complex that needs repair or attention, please contact the office or maintenance.

If you would like to part of the architectural design and landscape committee or any other the committees for the complex, please advise the office.

Submitted by Corrine Hatlen