

# **Canyon Club Homeowner's Association**

## **Board Meeting**

November 15, 2016

Attending BOARD Member:

Lofton Petty – President

Angie Miller – Treasurer

Bea Fittler-Totth – Secretary

Jeff Sterkel – Member at Large

Susan Schubert—Vice President

Attending Staff:

Jay Howard—Office Manager

Jef Henderson—Maintenance

The meeting was called to order at 6:33 pm by President, Lofton Petty.

Introductions were made by attendees and the Board. \*15 attendees \*12 units represented.

### **Impact Claim Services Guest Speakers-**

Derek Driscoll and Impact rep spoke on Impact Claims business with Canyon Club.

They gave explanation of work and intent. Explained that hail storm of July 15<sup>th</sup>, 2016 prompted the action. Gave time line and expected “time frame” of activity on site. Speakers concluded at 6:47pm.

### **MEETING MINUTES APPROVED**

Minutes from the July 2016, and September 2016 were read. A motion was made, seconded and approved by the Board to ratify the minutes as written for the July 2016, and September 2016 meeting(s).

### **REPORTS**

## ❖ Presidents Report - Lofton Petty

# President's Report

September 20, 2016

Summer is coming to an end. The weather has cooled down, leaves are turning yellow and the pool has closed for the season.

This past weekend we had our annual "Yard Sale". We had several participants and our understanding is they made some sales. Thanks to Susan Schubert for getting this put together.

Back at the end of July and first part of August we had a couple Budget Meetings to set the budget for the upcoming year October 1, 2016 through September 30, 2017. When everything was said and done. The budget committee suggested a 7 percent increase in monthly dues starting October 1<sup>st</sup>. This budget was approved at a Special Board Meeting on August 10, 2016. LCM has sent letters to every owner and will be getting coupon books out shortly. A big "Thank You" to everyone whom attended and gave their input.

As everyone can see we are well into the asphalt work being done. Larry and his crew are doing everything they can to get as much done as possible, but delays due to weather and cooler days, some of the work will probably have to be postponed until next spring. We would like to say "Thank You" to those whom have shown their understanding and patience. To those who have been less than happy about the project, it will be over soon. We have a community to maintain in order to keep our property values up. There are other projects in the works and they will all require everyone to be inconvenienced at various times. So hold your chin high, smile and everyone will survive. Some of the projects on the horizon are resurfacing the pool, changing out electrical mains and tree trimming among others.

Recently an email blast was sent out about suspicious activity and auto burglaries in the complex. One of our residents suggested we put a Neighborhood Watch Program in place within the community. They have volunteered to help get things together if we can get a couple other residents to help. Denver Police will hold a special meeting and help get things going. We need volunteers, so if you are interested in being on this committee, please contact Jay in the office.

Speaking of emails, please make sure Jay in the office has an email address for you so you will receive notices we send out. This is our primary means of communication. We do post notices in the mail room and on the office door also. If you do not have email, let Jay know, he will print the notices and maybe we could have a couple volunteers he could call to have them hung at front doors. We got away from this because we would find notices still hanging after several days or littering the property.

Litigation update – As many know, we have had a liability claim pending. This claim was originally denied by our insurer, American Family and then defended by American Family's attorney, after being served with a \$500,000 summons. The case has been settled out of court for \$75,000.

As a reminder – Courtyards are visually and tangibly to be enjoyed by all residents. Please do not leave any personal belongings behind when you leave the area. This includes, but not limited to bikes, toys, outdoor furniture

and doggy dodo! NO indoor furniture is ever to be placed outdoors anywhere in the common areas. Upper walkways (catwalks) should be free of obstacles at all times per fire code. Should the association be fined, this fine will be passed on the homeowner. Also, if you have large items that need to be picked up by the trash company you must call this into the office. A fee is charged and Jay will call our trash company, get the fee and call you back. Once the fee is paid, the items may be put by the dumpsters and they will be picked up on the next pickup date. Jay, Adam and Jef are the only ones who can call in pick-ups for large items. If you see anyone leave items by a dumpster, please call Jay with any information. Items left at dumpsters cost all homeowners if not paid for by those whom left the item.

Here in Colorado we are known for our wind and hail storms. As per email blasts and the meeting with our insurance agent, we strongly encourage you to check with your agent and review your loss assessment coverage. If you have questions, we will try to answer or you can call our insurance agent, Rick Mann at 303-280-1110.

Snow is just around the corner. Please observe the street parking procedures so as maintenance can keep the streets and sidewalks clear. This means when parking on the street, leave at least one foot minimum between your car and the gutter. This allows maintenance to use the tractor plow to clean the sidewalks, help prevent ice dams and allows for proper drainage when the snow melts to help keep ice from forming. Salt and Sand buckets will be placed by entry's into courtyards from parking areas. Make sure you locate these buckets and feel free to use in the event you see some ice on the walkways. Be careful not to get this on turf and bushes as the salt will kill them. Please use proper footwear and when on the steps, use the handrails. This is for everyone's safety.

This year is just flying by. Autumn begins on Thursday, September 22<sup>nd</sup>, Columbus Day is October 10<sup>th</sup>, Halloween is October 31<sup>st</sup>, Daylight Savings Ends November 6<sup>th</sup>, Election Day is November 8<sup>th</sup> and our next Board meeting will be November 15<sup>th</sup>. We wish everyone a Safe and Happy Halloween!

#### ❖ Maintenance Report – Adam Blake

### **Maintenance Report – September 2016: Adam Blake, Maintenance Superintendent**

#### **Completed & Work in Progress:**

- New patio between units 60 & 66.
  - Patio, benches & concrete work is completed.
  - Planting of tree ring & fabrication of tabletop to come.
- Irrigation audit & repairs
- Seasonal equipment maintenance
- Pool shut-down (Pool closed Sept. 11<sup>th</sup>)
- Asphalt Repairs
- Beginning seasonal change-over.
- Misc. work orders and smaller tasks.
- Shrub trimming
- Working with numerous contractors to bid several projects

### **In the Near Future:**

- Winterization of irrigation.
- Resurfacing of pool and possible tile work
- Winterization of planting beds & flower pots
- Large R&R asphalt work
- Bidding/review new grounds contract
- Bidding/review remodel of lower clubhouse
- Bidding/review electrical work for meter/master switch replacement
- Planting of shrubs, turf & trees.
- Gutter & downspout cleaning

If you have any questions, concerns or need more detail on any of the above items please don't hesitate to contact maintenance. Our email address is [cchoamaintenance@gmail.com](mailto:cchoamaintenance@gmail.com) or you may leave a message with the HOA office for a return call. Thank you.

### **❖ Architectural Committee – Kent Litton**

No written report was in the packet, but Kent had done a walk about and reported the following:

- Pine tree at the end of Unit 90 needs to be trimmed or come out,
- Stair edge on top step at Unit 57 is rough and a hazard
- Ground Cover fabric behind Unit 46 needs some mulch or rock,
- Parking Sign behind Units 42 & 43 needs to be replaced,
- Red car parked in Unit 21's space has expired tags and has not been moved in months,
- Tar spill behind maintenance office, outside the gate of Unit 168,

Kent commented on how great the complex looks, the best since he has lived here. Comcast has been coiling up extra cable but not quite getting covers put on cable boxes. Also very impressed with the common area patio installed in front of Unit 66.

### **❖ Social Committee - Lofton Petty**

No written report. Keep a look out in your inbox's and mail room for notices of upcoming events. The next big event will be the Holiday Pot Luck probably the first weekend of January.

### **❖ Budget Report - Angie Miller**

Angie Miller did an overview of the financial reports - reviewing the balance sheet and budget comparison sheet.

### **General Discussion:**

Throughout the meeting several questions were ask, answered and some general discussion ensued:

Pool – Is closed for the season. Hot tub, pool deck and grill are open year round from 10 am to 10:30 pm. Resident commented – Swimming pool attendees need to pay attention to their children. Resident said she witnessed a couple of close calls with children in the pool and children staying in the hot tub for hours. Resident suggested that a swimming pool safety class be given to all residents before having access to the swimming pool. It states in the rules it is not recommended. The only way to enforce this would be to hire pool monitors.

Yard Sale – We had 3 people set up at the entrance and couple others opened their patio's. Participation varies from year to year. A couple years ago we had several set up throughout the property. Suggestion was made to have earlier in the year, maybe late spring to early summer.

Parking – Each unit has an assigned covered parking space. Parking has been at a premium with the asphalt work going on, but they are trying to only close a parking area for no more than 24 hours. Parking areas need to be emptied by 8 am on the day of cleaning, will be opened that evening and then cars must be out by 8 am on the day they will seal and paint. Then they will be closed for 24 hours. New numbers will be posted and some spots may be reassigned.

Clubhouse – It was ask if we could keep the clubhouse open. It was explained it is available for rent but because of vandalism it is not kept open during the day. Also, our office is not where they could keep an eye on things and it is only open 2 – 6 pm. Key cards will get you into the fitness center, game room, pool, hot tub and grill during hours. If we notice that a unit is vacant their cards are deactivated and once the new owner/tenant completes the resident information packet cards can be reactivated. Cards can also be deactivated for rule violations and delinquent monthly assessments. New resident stated that CCC needs an event coordinator for more clubhouse community events. It was asked if she was volunteering for the position and she said she has a job and will think about it.

Neighborhood Watch Program – We reviewed the incidents that were reported. We had a couple resident's volunteer to be court yard captains.

Other items was uneven side walk between Units 24 and 25. A leaking gutter behind Unit 62. Unit 152 - Sod is a mess, mud and metal edging coming up. Question if rocks could be moved back. We can take a look at this when we redo the edging. Question about crawl space steps and who provides them for the crawl space. This is the owner's responsibility. Joanne, Unit 130 asked about paint for her front door. Adam told Joanne maintenance would provide paint as long as we have extra left by painters. Otherwise we do have the paint names and numbers to allow homeowners to match at Sherwin-Williams using their Duration paint.

A resident also asked about the clubhouse remodel. We are in the process of trying to get some contractors to bid the remodel. This will include two new unisex, ADA compliant restrooms with showers, a sauna, steam room and a chair lift to make clubhouse compliant with the ADA regulations. We are hoping to get this work done before the next pool season. Kent also asked about speed bumps-we stated that it would be swells and these should be going in soon.

**Old Business** - None

**New Business** – None

**Lofton adjourned the meeting at 8:04 pm.**

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.