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COMMONWEALTH TERRACE COOPERATIVE

Terrace Times

Annual Fall Clean-up 2009

The annual fall clean-up is scheduled to take place on **Saturday October 24, 2009**.

Suggested start time is between 8:00am-9:00am. Be sure to mark your calendars for this annual cooperative member event. All members are required to participate in this annual event as membership fulfillment. If your household is unable to attend, please contact your ward representative for instruction on make up.

(Please Note: the rain back up date is **Sunday October 25, 2009**)

Land Care Services will be on site with mulch machines starting in the morning.

This is what needs to be done:

- Remove leaves (6) feet away from the building, trees or fences into flat **GRASS** area. **PLEASE DO NOT MAKE PILES**, simply rake leaves away from building in a single line formation. This will allow the mulch machines smooth pick up accessibility. Be sure to keep leaves away from trees, poles and sidewalk areas.

- Pile **ONLY** sticks and branches in the grass area near the curb for pick-up.

- Pick-up and dispose of all trash; including around the dumpster areas.

- Clear and organize all toys and lawn items for the lawn machines to have free access to the area.

- Sweep the parking area around vehicles into the middle of the street for street sweeper (*Please do not sweep if it has rained the night prior*)

- Remove all twigs & weeds from the community gardens.

Important 2009 H1N1 Flu Update

Be sure to stay informed about the H1N1 flu updates through University communication (www.umn.edu/h1n1) to protect yourself and family.

Preventative Measures:

- Practice good hand

hygiene by washing your hands often with soap and water

- Cover your mouth and nose with a tissue when you cough or sneeze
- Don't share beverages or eating utensils.

- Eat healthy nutritious meals, stay hydrated, and get plenty of rest

Symptoms: fever, cough, sore throat, runny or stuffy nose, body aches, headaches, chills, and fatigue. Some people may also experience diarrhea and vomiting

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Need to Know Area:

- Fall Clean-up Saturday October 24, 2009
- Heat has been turned on October 2, 2009
- Annual Inspections start October 9, 2009
- Avoid the flu take preventative measures
- CTC Office closed October 28 (9-1) for a staff training

Heating Season: The heat has been turned on as of October 2, 2009

Please remove Air Conditioner units and fans from windows and wall sleeves.

All cooperation in removing these items helps maintain lower utility costs and provides proper heat regulation for the building.

Temperature Control:

-Close windows and storm doors.

-Close storm door insert (s)

-Standard temperature maintained in the unit is between 68 and 72 degrees.

-Move furniture away from radiators to allow heat flow

REMINDER: please avoid using space heaters. Use of heaters compromises the temperature system.

Tips for Staying Warm:

-Place rug in front of entrance doors to reduce draft

-Raise blinds/curtains during the day to allow warmth of sunlight inside

-Make sure bathroom exhaust fan is working properly. Keep humidity levels below 40%

-Avoid leaving storm doors open.

Annual Apartment Inspections: Start October 9, 2009

Annual inspections are required by the University to ensure the expected levels of health and safety of each unit is maintained. The inspection will examine the cleanliness and safety of each apartment. Residents will receive

advance notice of inspection date. Because maintenance will be completing work order items during the inspections, we are unable to give a specific day and time of arrival to each unit. Inspections will take place between

9:00am-3:30pm. Residents are not required to be present during the inspection. A copy of the unit condition will be given immediately after the inspection. Note: this includes front/back areas & storage.

Cooperative Notes

ATTENTION MEMBERS: Please be sure to check the laundry room each month to learn when your laundry duty assignment is scheduled. There is a \$75 non-negotiable fine if you do not clean. Be sure to sign when done. All laundry rooms will be inspected every Friday.

Reminder: Please remove all A/C and fans from windows. The heat is now on.

ANNOUNCEMENT: CTC Office now has a notary.

Fall weed control complete: the treatment for the weed control has been completed for the season.

Gardening Season ending: please be sure to clean your garden plot by the end of the season (prior to frost & snow). All clean garden plots will receive their deposit for the gardening season.

LOCK YOUR BIKE: there have been reports of a few bikes being stolen from CTC property. Be certain to lock your bike. Report any suspicious activity to UMPD by calling 911.

CTC OFFICE CLOSED: Wednesday October 28, 2009 9:00am-1:00pm for a staff training. The office will open at 1:00pm