

Cinnamon Village I Homeowners Association  
 Board Meeting Minutes  
 Tuesday, August 21, 2018 @ 7:00 PM  
 Grace Church  
 19001 E Jefferson Dr Aurora CO 80013

Meeting was called to order at 7:07 PM by Camille Kemp.

Board members in attendance:

Camille Kemp – President  
 Cyndi Roberts – Secretary/Treasurer  
 Olivia Jackson – Member-at-Large  
 Katt Kemp –Member-at-Large

Absent:

Tamara O'Bryan –Member-at-Large

In attendance: Metro Property Management, Dan Anderson HOA Community Manager

- I. The Agenda for this meeting was reviewed. Dan added Strong Hold proposal and Parking Lot Letter to new business. No conflicts of interest were reported and changes were incorporated. Camille made a motion to approve the agenda and Cyndi 2<sup>nd</sup> the motion.
- II. Special Guests: None
- III. Minutes from July 17, 2018 – Cyndi made a motion to approve the minutes from July and Katt 2<sup>nd</sup> the motion.
- IV. Financials – July 2018 – Dan Anderson provided detailed information on handout that included a list of the financials. When looking at the financials, keep in mind of the following: Parenthesis in the variance column mean CV is over budget. Some of the items that are currently over budget are Roof and Gutter due to the chimney cap repairs on some of the houses. Also, CV was very under insured. We have resolved this issue but the insurance is higher due to more coverage required to fully insure the property.  
  
Camille made a motion to approve the financials and Cyndi 2<sup>nd</sup> the motion pending audit.
- V. Homeowner Forum – The items below were noted by Metro Property Management representative.
  1. Norma @ 3758 has a leaking sprinkler. Dan will dispatch landscapers to resolve.
  2. Hoses @ 3690 are above the rock. It was determined this is the drip line. We can look at covering the hoses when we proceed with landscaping.
  3. Homeowner @ 3770 was disappointed in the way the leak was handled at his home in August. It caused flooding in his basement. He had to contact the management company twice. Strong Hold owner Derek was able to turn off the water. Landscaper was dispatched to resolve the issues. Response from the Board: Apologies and one we could learn from.

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4. Homeowner @ 3671 – Landscapers have lunch in her yard and are leaving their trash. Dan will contact the landscaper and ask them to pick up their trash.
5. Homeowner @ 3690 needs his chimney looked at due to possible leaks. The siding is also rotting and may need replaced. Dan will dispatch Strong Hold.
6. Homeowner @ 3678 would like the back of the fireplace looked at, the siding is rotting and may need to be repaired or replaced.
7. A homeowner said the material on the houses is a composite, not wood. Material will swell from water. The houses were built in the 80s and are getting worn down. Many of the houses will need to be repaired at some time.
8. Homeowner @ 3671 would like to add numbers to the side of her home. Her front door faces a sidewalk and it's difficult for deliveries. Cyndi made a motion to approve the homeowner adding numbers to the side of her house and Camille 2<sup>nd</sup> the motion.
9. Homeowner was concerned about losing energy. Xcel will come to your house, at no charge, and do an energy efficiency survey. Contact Xcel to set up a meeting.
10. It was noted, the house at 3719 has lights on their house. The painters will need to remove these lights to paint. The painters will not be responsible for damages as homeowners were notified a week prior that their house would be painted.
11. Homeowner wants dumping from outside the community to be addressed. If a homeowner gets the license plate, they can contact the Police. The Police can look up the license and issue them a ticket for dumping. This is an Aurora Ordinance. [https://www.auroragov.org/residents/code\\_enforcement/](https://www.auroragov.org/residents/code_enforcement/)
12. There have been issues with loitering and fighting by the shed. We asked homeowners to call the Police if they see any of these issues.

VI. ARC Requests – None

VII. Covenant Enforcement Committee – None

VIII. Architectural Committee Report – None

IX. Vendor Report - None

X. Items to be ratified – 2018 Paint Phase Gardner; General Property Clean Up completed by Parkside Landscaping. Camille made a motion to approve these items to be ratified, Katt 2<sup>nd</sup> the motion.

XI. Manager's Report – Completed Items / Open Pending Items / New Business Items

1. Orange tagged vehicles. Sent letters for covenant control issues to homeowners. Basic accounting including accounts payable, account receivable. Updated website, managed phone calls.

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XII. Unfinished Business

1. Covenant enforcement letters – WIP
2. Parking Placard Stickers Research – Prices have been provided. Need to decide how the Board will proceed.
3. Strong Hold #3724 exterior repairs – WIP
4. Strong Hold #3770 irrigation repair – no mold found. Completed
5. #3758, #3671, #3765 Roof leak repairs – WIP
6. #3704 Xcel added rock. Strong Hold will provide a proposal for additional repairs.
7. Proposal for Parking Lot striping - \$2000 is the bid. Board tabled this until 2019.

XIII. New Business

1. Board Member Titles - TBD
2. Who will take the minutes of future meetings? – TBD
3. Draft Newsletter – Completed except for Board Member titles. Will be mailed out in September.
4. Heavy rain water intrusion, clogged gutter overflow #3688. Cinnamon Village will reimburse the homeowner as the gutter was cleared on an emergency basis.
5. Heavy rain water intrusion, Sink Hold into basement #3692. Proposal from Strong Hold is \$4000. Asking if he will accept a payment plan.
6. Parking lot letter – Cyndi completed a letter that will be placed on cars in the visitor parking lot. Owners of the cars will be asked to provide their address or move their vehicle from the property. Cyndi provided letters to Camille and Katt.
7. Next Board Meeting – September 18, 2018 @ 7:00 PM

XIV. Adjournment – Cyndi moved to adjourn the meeting and was 2<sup>nd</sup> by Camille. Meeting was adjourned at 8:15 PM.