

Cinnamon Village I Homeowners Association
Board Meeting Minutes
Tuesday, September 19, 2017 @ 7:00 PM
Grace Church
19001 E Jefferson Dr Aurora CO 80013

Meeting was called to order by HOA President, Branden Crockett at 5:58 PM on September 19, 2017

Board members in attendance:

Branden Crockett - President
Camille Kemp – Vice President
Cyndi Roberts – Secretary/Treasurer
Katt Kemp – Board Member-at-Large

Absent:

Yvonne Vigil – Board Member-at-Large

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

- I. The Agenda for this meeting was reviewed and approved by the Board. No conflicts of interest were reported.
- II. Special Guests: None
- III. Minutes from August 15, 2017, meeting –Cyndi Roberts approved and 2nd by Camille Kemp.
- IV. Financials – July 2017 – Dan Anderson provided detailed information on handout that included a list of the financials. We are currently over budget for 2017. We are prioritizing based on 1) Safety 2) Preventive Maintenance 3) Cosmetic updates. The Board will meet for a Budget Planning Meeting in October. There was a question from a homeowner regarding the miscellaneous charges on the budget sheet. Here is the reason for the miscellaneous charges:
 - a. May - Reimbursed previous owner for overpayment at closing \$530
 - b. May - Reimbursed previous owner for additional credit card payment \$175
 - c. April - Unexpected - Towing reimbursement \$301.60
 - d. Jan - \$2K Unidentified charges made by previous President.
 - e. Jun – Unplanned neighborhood BBQ \$193

A motion to approve the financials for Sept were approved by Branden Crockett and Camille Kemp 2nd the motion.

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V. Homeowner Forum

1. Loretta thanked Metro for the tree trimming. JBK has completed trimming up to 15 feet.
2. Renter was evicted and left trash outside of home. Got Junk was called and the trash was removed. The homeowner will be sent the bill to reimburse the HOA.
3. 3764 – Homeowner is not cleaning up after their dog. Metro will contact both the renter and the homeowner.
4. Irrigation review is in the works. There are lots of missing sprinkler heads.
5. Trees – squirrels are dropping pine cones and sap is dripping on the cars. Recommended to the homeowner to wrap the tree but there is nothing that can be done about the sap.
6. Trash – Residents need to be responsible to lift lids and throw trash away.
7. Abandon cars on the property will be taken care of.
8. Painting – chipping on some of the houses. Dan will call Gardner to make repairs on previous painted houses if it is within the contract.
9. 3690 lightbulb needs replaced. Branden will take care of the issue.
10. Non-residents are parking in our visitor lot. These cars need to be identified. If you see one, report to Metro Property.

VI. Committee Reports

1. None were brought up at the meeting.

VII. Items to be Ratified

2. None

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

1. Web site is available for Cinnamon Village I. Documents scheduled to be posted to the web site.

IX. Unfinished Business

1. Internal Insurance review – Pending
2. Rules, Regulations and Policies Revision – retyping and awaiting approval.
3. Relocating shed – Awaiting bid from Strong Hold Contractors
4. Strong Hold Contractors – South wooden sidewalk repair – TBD
5. JBK to address tree branches below 12' that hang on roof, lines or are resting against building. Once complete, aggressive trimming should take place for branches over 12'.
6. Board Orientation Meeting and 2018 Annual Budget Meeting – rescheduled to Wednesday, October 4, 2017.

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X. New Business

1. Cyndi Roberts made a motion to issue \$50 to Grace Church for the use of their facility. Camille Kemp 2nd motion.
2. Next Board meeting scheduled for Tuesday, October 17 @ 7:00 PM at Grace Church
3. Annual meeting has been scheduled for Tuesday, November 21, 2017. At this meeting:
 - 2018 budget will be ratified
 - Other homeowners are eligible to run for a position on the Board
4. Assessments can be increased 10% with Board approval. Anything over 10% and any special assessments must be approved by the HOA members.
5. Towing – new signage will be posted by Maxx Recovery. A 72 hour notification will be given to car owner. Camille made a motion to approve, Branden 2nd motion.
6. Snow removal – Estimate from Strong Hold Contractors. Branden made a motion and Katt Kemp 2nd to approve estimate.
7. Broken fences – HOA fences are a safety concern. Strong Hold Contractors provided a bid for \$500. Cyndi Roberts declined proposal and Camille Kemp 2nd. Board will schedule a time to remove these broken fences.
8. Dead trees- Strong Hold Contractors provided bid of \$4300. Cyndi Roberts moved to accept the proposal and Branden Crockett 2nd. Work to begin on Friday, September 22.

- XI. Adjournment – Cyndi moved to adjourn the meeting and Branden 2nd the motion. Meeting was adjourned at 8:06 PM.