

Cinnamon Village I Homeowners Association
 Board Meeting Minutes
 Tuesday, January 16, 2018 @ 7:00 PM
 Grace Church
 19001 E Jefferson Dr Aurora CO 80013

Meeting was called to order by HOA President, Branden Crockett at 7:00 PM.

Board members in attendance:

Branden Crockett - President
 Camille Kemp – Vice President
 Cyndi Roberts – Secretary/Treasurer
 Tamara O’Bryan – Board Member-at-Large

Not in attendance:

Katt Kemp – 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. Camille approved and 2nd by Branden.
- II. Special Guests: None
- III. Minutes from November 21, 2017, meeting –Branden approved and 2nd by Camille.
- IV. Financials – November and December 2017 – Dan Anderson provided detailed information on handout that included a list of the financials.
 A motion to approve the November and December financials, pending audit, were approved by Branden and was 2nd by Cyndi.
- V. Homeowner Forum – The items below were noted by Metro Property Management representative.
 1. Dan reviewed the items accomplished in 2018, giving the homeowners an idea of where the HOA funds were being utilized. See Management Report dated 1/16/18 by Dan Anderson II.
 2. Concrete is an issue by HO 3696.
 3. There was digging at 3686 that has left a hole in the yard.
 4. Stoops are in need of replacement. Tamara O’Bryan suggested using a foaming agent as a temporary fix. This worked for her home when she had critters getting into the house due to a space under her steps in the front yard.
 5. There is a hole in Parking Lot D in front of the dumpster.
- VI. Committee Reports
 1. None

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VII. Items to be Ratified

1. Strong Hold Projects – Time and Materials. See agenda for complete list. Cyndi approved and Branden 2nd the motion.
2. Transfer of \$3,000 from savings to checking by Metro Property Management. Branden approved and Camille 2nd the motion.

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

1. This is an ongoing list to keep notes on activities and on-going expenses for Cinnamon Village. More detailed information included in Unfinished and New Business listed below.
2. Metro Property Management Company manages Strong Hold, JBK Landscaping.
3. Drafted and sent a dismissal letter to JBK due to budget.
4. Homeowner Insurance agent has been changed. Contact is now Ella Washington. Dan will invite her to attend an HOA meeting in February or March.
5. Manage the web site which includes all meeting notes, government documents.
6. One house has sold, 3756 for \$243K.

IX. Unfinished Business

1. Rules and regulations Revision – WIP
2. Strong Hold proposal to relocate the shed to the back of the property
3. Strong Hold proposal #10 – 2017 thru 2018 snow removal agreement
4. Hire a CPA to perform an HOA audit.

X. New Business

1. City of Aurora sent Trash Violation Notice. Issue resolved.
2. Xcel gas lead at 3704. Issue caused cosmetic ground surface damaged. Xcel repaired the gas lead but need to repair the damage. 150 sq ft of damage.
3. Metro Property Management Company did not increase their rate for Cinnamon Village I. Contract has been renewed.
4. Next Board meeting will be Tuesday, February 20, 2018 at 7:00 PM
5. Homeowner requested salt be added near the dumpsters due to the ice that does not melt right away after it snows. Area can be slick and cause homeowners to fall. Dan said he would request Strong Hold to add buckets of salt near the dumpsters.

- XI. Adjournment – Cyndi moved to adjourn the meeting and was 2nd by Camille. Meeting was adjourned at 8:10.