

Cinnamon Village II Homeowners Association
Board Meeting Minutes
Tuesday, March 21, 2017
Mission Viejo Library-Community Room
15324 E. Hampden Circle, Aurora 80013

- I. **ESTABLISH A QUORUM** Meeting was called to order by President Colson at 7:02pm. The following directors were present:

Cliff Colson	Melissa House	Michael Ranisate
Lottie Steere	Tony Giancaterino	

Also in attendance was Molly Ryan with Metro Property Management and Russ Thomas with Supreme Commercial Landscape

- II. **APPROVAL OF THE AGENDA; DISCLOSURE OF CONFLICTS OF INTEREST**
Board Announcements - There were no announcements

Board approves the agenda - On a motion duly made and seconded, it was unanimously resolved to approve the agenda.

Board members disclose any conflicts of interest - There were no conflicts of interest among members of the board.

- III. **SPECIAL GUEST** -

Russ Thomas with Supreme Commercial Landscape attended to provide an update. Per the board's approval the deep root watering took place, no issues. Clean up of leaves and pine needles continues as well as additional trimming of the trees near the north entrance to allow visual of the stop sign. Discussed the issues we may encounter once the irrigation system turns on, will create a list of problem areas and will provide advice on what zones have the most continued issues. We also reviewed the new landscape contract and requested to have it updated to reflect the payments match the period of time of the contract.

- IV. **HOMEOWNER FORUM** - The Homeowner comments during the forum included the following: **Homeowner @ 3762B** commented on the continued issues with the tenants at 3755C and the police presence at this home. Wanted to clarify who is responsible for the stairs on the exterior of the home, advised the concrete work is the HOA and the wood/railings belong to the homeowners. **Homeowner @ 3850B** had a design request for the front of the home, advised

homeowner of how to submit the request officially using the forms the management company provides through the website.

Homeowner @ 3833D attended the meeting to find out the times in which the new parking policy are in effect for overnight parking. Advised all cars parked on the property between 10:00pm-5:00am need to have the hang tag displayed.

V. HOMEOWNER CORRESPONDENCE

A. Homeowner Hearings - One hearing 3755C - Homeowner was unable to attend. On a motion duly made and seconded, it was unanimously resolved to Ratify the fine of \$50.00.

B. Board members review correspondence from the community

VI. MINUTES - February 21, 2017 - On a motion duly made and seconded, it was Unanimously to approve the minutes from February 21, 2017.

VII. FINANCIALS STATEMENTS - All financial reports were reviewed. On a motion duly made and seconded, it was unanimously approved.

VIII. UNFINISHED BUSINESS

A. Manager's Report - The board received and reviewed. On a motion duly made and seconded, it was unanimously resolved to approve the Manager's report.

B. Audit Proposals - Reviewed Audit Proposal from Griffin Group, On a motion duly made and seconded, it was unanimously approved.

IX. NEW BUSINESS

A. 2017 Landscape Contract - Tabled to allow for the contract to be updated to show the payments match the scope of work done between 4/15/17-3/31/18. Also included was a proposal for dumpster enclosure replacement for the property of which we tabled until we can get two additional bids.

B. Garage Leases - Update - Management advised that several HOA owned garages that are in need of cleaning and have the locks replaced. On a motion duly made and seconded, it was unanimously approved.

C. Brownstone Security Update - Randy wasn't in attendance, no report given.

D. Landscape Walkthrough Schedule - Board set up the meeting for 4/17/17 at 9:30 a.m.

E. Schedule Next Board Meeting Date - Tuesday April 18, 2017 @ 7:00 p.m. at Mission Viejo Library.

X. REPORTS -

A. ARC Committee - none

XI. ADJOURNMENT - On a motion duly made and seconded, it was unanimously resolved to adjourn at 8:35pm

XII. EXECUTIVE SESSION - Discuss Delinquencies

Respectfully Submitted by Melissa House

Approved by an Officer