

**CIMARRON MASTER ASSOCIATION INC.
Monday, January 22, 2018 at 6:00 p.m.
Edward Van Gorder Elementary School,
7650 Campello Way, Sparks NV 89436**

Meeting Minutes

1. Call Meeting to Order/Roll call: 6:00pm

Board Members Present: Pat Warmouth, President; Ed Arnold, Vice President; Philip Tooze, Secretary; Mark Miskulin, Treasurer

GWAS: Valerie Hand, Community Association Manager
Cassandra Ellis, Provisional Community Association Manager

Homeowners Present: None

Guest Speaker: Seth Padovan at 6:15pm

2. Members Forum-Agenda Items Only: No comments as there were no members present

3. Committee Reports:

- Landscape-Pat requested the bids be addressed as new business since there were
- ARC-There's been only light activity due to the time of the year
- Compliance- Mark Miskulin reported a summary of the violations cited since the last meeting.

New Business

4. Approval of Board Meeting Minutes for 7/17/17, 8/28/17 and 10/16/17: Phil Tooze moved to approve as submitted, seconded by Mark Miskulin. It passed unanimously.

5. 2017 CPA contract for taxes and audit approval: Mark Miskulin moved to accept, seconded by Ed Arnold. It passed unanimously.

6. Ratification of 1/13/18 insurance renewal: Mark Miskulin moved to ratify, seconded by Phil Tooze. It passed unanimously

7. Review/acceptance of monthly financial reports through 11/30/17: Mark Miskulin reported the following:

Operating cash in the amount of \$566,203.46 and Reserves in the amount of \$163,778.32

- **General & Administrative:** Under budget \$2,249.94
- **Repairs & Maintenance:** Over budget \$18,496.66
- **Taxes & Insurance:** Under budget \$2,388.86
- **Utilities:** Over budget \$17,517.56.

All homeowners have the right to have a copy of the audio recording, the minutes, or a summary of the minutes of this meeting distributed to him/her upon request, in electronic format at no charge to the unit's owner or, if the association is unable to provide the copy or summary in electronic format, in paper format at a cost not to exceed 25 cents per page for the first 10 pages, and 10 cents per page thereafter. Minutes are available for free, upon request by going to www.gwascorp.com or SparksCimarron.com

There was a brief discussion about the amount of the variance for the water bills for 2017. Phil Tooze moved to accept the financials as presented, seconded by Ed Arnold. The motion passed unanimously.

8. Review/approve needed drainage repairs as recommended by Padovan Consulting:

Seth Padovan was present and brought bids which were read aloud as follows:

- Signature Landscape was disqualified due to incomplete bid submitted that didn't commit to all of the work requested.
- EPS \$19,936
- MNW \$13,300 with an added \$1,900 to go over an additional 20' on Area #2

Seth was asked by the Board in any of the proposed clearing would create and erosion concerns. Seth responded that it would not. Ed questioned if the expense would come from operating or Reserves. Valerie responded it could be funded from either as there were funds in both. Ed requested the funds be used out of Reserves. Ed Arnold moved to approve the bids from MNW to include the additional \$1,900 option which was seconded by Phil Tooze. It passed unanimously.

9. Review/approve contract for full evaluation, cost estimates and maps of all drainage facilities:

Seth explained that he would be requesting all plans from the City first to ensure the channels and priorities are correct for his report. The City plans would be the slowest part and it could take up to two months to receive the needed information. There was a brief discussion about prison workers that were doing some work along the Eastern side of the HOA. Ed expressed concern about the new development being started on the West end of the Association and the increased water flows it could create. Phil Tooze moved to approve the bid to proceed with the drainage evaluation, seconded by Mark Miskulin. It passed unanimously.

10. Review/approve sealed bids for 2018 asphalt walking trail work needed: Valerie Hand explained that she had requested bids from two companies but only one submitted a bid. The reason she didn't get more bids is there are only a couple of firms that do the Type II Application the Association needs. Seth Padovan reviewed the bid from SNC in the amount of \$59,190 for both Type II slurry and patch work needed. Seth reviewed the bid and stated the cost per square ft. to do the work was a very good price. Mark Miskulin moved to accept the bid, seconded by Phil Tooze. The motion passed unanimously.

11. Landscaping bids: all bids were reviewed but there were too many questions to make decisions on most of the proposals. It was agreed the board would recess the meeting to reconvene at a later date where Signature representative could be present to make a more formal presentation and get some follow up questions answered. Ed Arnold moved to approve the bid for sage removal in the amount of \$8,451 seconded by Phil Tooze. It passed unanimously.

12 Open Forum Non- Agenda Items Only:

- Pat Warmouth requested the Valerie ensure the website has a calendar with the meetings shown.

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- Pat Warmouth requested that Valerie resend the Board members the updated contact list with most recent changes.

13. 7:12pm Ed Arnold moved to Recess Meeting to 2/12/18 at 3:00pm to conclude business. Seconded by Phill Tooze.

Executive Meeting was held to review delinquent accounts and hold 2 compliance hearings.

**CIMARRON MASTER ASSOCIATION INC.
Monday, February 12, 2018 at 3:00 p.m.
7835 Tiburon Ct, Sparks NV 89436
Meeting Minutes**

1. Call Meeting to Order/Roll call: 3:00pm

Board Members Present: Pat Warmouth, President; Philip Tooze, Secretary; Mark Miskulin, Treasurer and Gary Munson, Director.

GWAS: Valerie Hand, Community Association Manager

Homeowners Present: None **Guest Speaker:** Justin Trimble, Cesar and Robert Jenne

Landscaping Bids: The Discussion started on the topic of the 2018 Landscaping contract and how crews communicate problems that are outside of their duties to ensure they get taken care of. Signature representatives explained that calls or written notes on time cards are the most common form of communication. Time cards are reviewed daily. There are also "SWAT" teams on site. Cesar is the point of contact for the Cimarron account. A SWAT team consists of 2-3 man crew to do specialty work. The crew is going to be increased to 6-7 members to make sure lawn is mowed and cleaned up properly. There was then a discussion about weeds. Weed abatement process begins in the Fall and Winter with Pre-emergent applications. This has already occurred. Signature elected to use a more costly form of chemical this season to ensure this year is not a reoccurrence of what happened in 2017. There was then a discussion about the pond at the main entrance and Cesar suggested that the crates be replaced with another type of cover because the current covers are not able to hold the weight. There was discussion about redesign options that might include a redesign with various sized rocks or a fabricated design. There was also a question about if Signature had a extra pond pump of Cimarron's at their shop. There was a final discussion about the 2018 contract and signing a longer term contract with a rate lock. It was agreed that a 2 year rate lock would be given and an rate adjustment could be implemented in the third year based on CPI rates if costs were justifiable. Mark Miskulin moved to approve the increased rate for 2018 and proceed with a 3 year contract, seconded by Gary Munson. The motion passed unanimously.

The Irrigation upgrades were reviewed. Signature assured the board that the main liens to the drip system were durable and sturdy and not in need of replacement which is why they were excluded....unless damaged. Cesar they showed to two types of supply lines often used. Cimarron has

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the more durable type that was installed in this area which is hold up well over time. There was discussion about drip emitters for the trees versus soaker rings. When the Board asked what the priority work was for Cesar, he stated the irrigation valves and repairs with the trees being secondary. Cesar also reminded the Board he needed the timers to be replaced. Valerie stated the Board had already approved that work at a prior meeting and would forward the signed bid. Because of the amount of costs Gary Munson moved to approve only the costs to repair the drip lines but not to replace the 550-600 trees with soaker rings. This was seconded by Mark Miskulin and passed unanimously. Robert Jenne stated he would revise the bid for signature with Management.

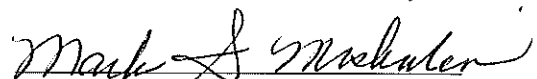
The next bid reviewed was for the proposed turf removal and replacement options. Pat reported that she had met with Signature to review the areas but her concern was the current map and proposal didn't address some areas that she felt were a priority. It was Signature's opinion that the narrow strips of turn are the most problematic areas. The Tres Orroyos fence lines were discussed but there were no bids submitted for this area or work. Justin Trimble stated that St Mary's did a redesign similar to the proposal they submitted for Cimarron if anyone wanted to see what it would look like when completed. Robert Jenne suggested a few narrow strips to be done to have the board review before during the remainder of the areas. Gary Munson moved to approve this at a cost of \$30,954. Mark Miskulin asked if the rock from areas that were being removed could be used in the new project. Signature stated this could be done. Phil Tooze seconded the motion and it passed unanimously.

It was agreed that a new bid for areas previously done with rock be submitted with the rock being replaced with DG and similar plants to what is being done in the new approved areas to keep continuity in the look.

Adjournment: 4:05pm moved by Gary Munson, seconded by Phil Tooze.



Submitted by: Valerie Hand


Board Acceptance

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