

**BEAR BRAND RANCH COMMUNITY ASSOCIATION  
SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**THURSDAY, NOVEMBER 6, 2008**

**\* \* \* MINUTES \* \* \***

**DRAFT**

**NOTICE**

Upon due notice given and received, the members of the Board of Directors for the Bear Brand Ranch Community Association held a special Board Meeting on Thursday, November 6, 2008, at 9:00 a.m. at the office of Progressive Community Management located at 27405 Puerta Real, Suite 300, in Mission Viejo, California for the purpose of discussing the common area street asphalt repairs/replacement and review the engineer's recommendations.

**CALL TO ORDER**

Ed Zalta, President, called the meeting to order at 9:00 a.m.

**ATTENDANCE**

Present: Ed Zalta, President  
Michael Berumen, Vice President  
Wayne Mertes, Treasurer

Management: Glenda Reid, CCAM, Progressive Community Management

Others: Tom Kirk, WillDan Engineering

Absent: Fred Burbank, Secretary  
Bill Schenck, Director

**STREET REPAIR/  
REPLACEMENT**

Tom Kirk, WillDan Engineering, attended the meeting to provide his recommendations for proper street replacement for the community. The Board thanked Mr. Kirk for attending the meeting. After further discussion and upon motion duly made and seconded:

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved to adopt the recommendations as provided by the consulting engineer, Tom Kirk, for Phase 1 in 2008-2009 and Phase II in 2009-2010. Approved: Unanimous.

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved to request competitive bids for Phase I street replacement/repairs as recommended by Tom Kirk, Engineer. Approved: Unanimous.

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved to transfer monies from the community reserve fund during 2008-2009 and 2009-2010 as needed to pay for the street replacement/repairs as recommended by Tom Kirk, Engineer. Approved: Unanimous.

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved to request that the reserve study scheduled to be performed in March 2009 be focused on the future cost of Phase II, the reduction in future reserve allocations for street repairs given the new material with an expected life of 25-30 years, and the monthly allocation to reserves required to keep the percentage of reserve funding at 70%. Approved: Unanimous.

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved to request competitive bids for Phase II at the appropriate time. Approved: Unanimous.

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved to levy a dues increase beginning July 2009 to replenish the reserve fund and provide funds for Phase II of the street replacement/repair recommendations. Approved: Unanimous.

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved to defer a dues increase beginning July 2010 to replenish the reserve funds and provide funds for Phase III of the street replacement/repair recommendations. Approved: Unanimous.

## **ADJOURNMENT**

There being no further business to come before the Board at this time, the meeting was adjourned at 9:45 a.m. The next meeting will be held in January 2009 with the date and location to be determined and properly noticed to the membership.

## **ATTEST**

Signature \_\_\_\_\_ Date \_\_\_\_\_