

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

**MONDAY, JULY 7, 2008**

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

**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 Monday, July 7, 2008 at 9:00 a.m. at the office of Progressive Community Management located at 27405 Puerta Real, Suite 300, in Mission Viejo, California to conduct regular business needing action.

**CALL TO ORDER**

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

**ATTENDANCE**

Present: Ed Zalta, President  
Fred Burbank, Secretary  
Wayne Mertes, Treasurer  
Bill Schenck, Director

Management: Glenda Reid, CCAM, Progressive Community Management

Other: Two (2) Homeowners

Absent: Michael Berumen, Vice President

**HOMEOWNER FORUM**

Topics discussed during Homeowner Forum included concerns of the new gate system, and repairs needed to the pedestrian gate button.

**ADOPT AGENDA**

The Board reviewed the agenda as presented. Upon motion duly made and seconded:

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association removed Item D and Item K from the Consent Calendar for individual discussion and approved the remaining part of the agenda. Approved: Unanimous.

## **STREET REPAIR/ASSESSMENT BALLOT TALLY**

Due to lack of quorum for receipt of the required ballots for the special assessment tally, the counting of ballots could not take place. The Board of Directors discussed extending the deadline for receipt of ballots. Upon motion duly made and seconded:

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association extended the special assessment ballot deadline an additional thirty (30) days in order to achieve the quorum requirement of two thirds of the community for the special assessment vote of the street repair project. Approved: Unanimous.

## **COMMITTEE REPORTS**

### **A. Access Committee**

The Board discussed the new camera installation system and authorized Management to contact IEM/Gateworks with additional concerns and work still needed on the system to operate consistently.

### **B. Landscape Committee**

There was no report at this time.

### **C. Architectural Design Committee**

The Board of Directors reviewed a policy regarding legal representation at an Architectural Meeting. Upon motion duly made and seconded:

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved the policy and procedures regarding legal representation at an Architectural Meeting and authorized Management to document accordingly in the Association policy manual. Approved: Unanimous.

## **CONSENT CALENDAR**

The Board of Directors reviewed the Consent Calendar as presented. Upon motion duly made and seconded:

**Resolved:** To approve the Consent Calendar as presented with the exception of pulling off Items “D and K” for discussion. Approved: Unanimous.

A. **Minutes - Resolved:** To approve the Regular Session minutes from the April 22, 2008 Board of Directors meeting as written.

B. **Minutes – Resolved:** To approve the Regular Session minutes from the May 6, 2008 Board of Directors meeting as written.

C. **Financials: Resolved:** To approve the financial statements for the periods ending April 30, 2008 and May 31, 2008 as presented.

- E. **Ratification/Approval/"Dots" at Entrances: Resolved:** To approve the Action Consent without a Meeting for the installation of "dots" to designate lanes at both entrances instead of the flexible posts previously approved and then cancelled on recommendation of engineers and architects.
  
- F. **Ratification/Approval/Appointing New Board Member Resolved:** To approve the Action Consent without a Meeting to appoint Mike Berumen to serve the remainder of the term of Director vacated by Scott Kavanaugh (until the annual election in Sept/Oct 2009).
  
- G. **Waiver of Legal Fees/Ubell: Resolved:** To approve to waive the pending \$1,000.00 amount assessed to Account BB8722 – 11 Morning Dove based on legal fees being paid directly to Harle, Janics & Kannen.
  
- H. **Approval of Annual Meeting Election Services: Resolved:** To approve the proposal as submitted by Accurate Voting Services to perform the annual meeting/election voting services for a total amount of \$474.25 (before meeting attendance fees) to be in accordance with the California Civil Code.
  
- J. **Approval/Textured Cement Replacement: Resolved:** To approve recommendation that when street replacement project is approved, contract to have textured cement replace asphalt at Camino del Avion entry – 120 feet from gate along Old Ranch Road and 60 feet along Morning Dove from Old Ranch Road.
  
- L. **Collection Action Resolved:** To review any accounts which require approval for collection action based on the California Code and time frame for review at an open meeting.

**CONSENT ITEMS REMOVED**

**(D) RATIFICATION/APPROVAL/FOUR BALLARD POLES**

The Board of Directors reviewed the four (4) ballard poles that was proposed to be installed at the front gates. Upon motion duly made and seconded:

**Resolved:** The Bear Brand Ranch Community Association approved to remove discussion and approval of four (4) ballard poles at the front entrances as that amount of ballard poles was no longer needed as previously recommended by the contractor. Approved: Unanimous.

**(K) APPROVAL/RECOMMENDATION OF SPEED BUMPS**

The Board removed the discussion of speed bumps and will review again when the street repairs are completed.

## **PROPOSAL/STONE WALL REPAIR**

The Board reviewed a proposal as submitted by ICON Construction for repairs to the stone wall located at the del Avion entrance. Upon motion duly made and seconded:

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved the proposal as submitted by ICON Construction for the repairs to the common area stone wall located at the del Avion entrance for a total operating cost of \$2,780.00. Approved: Unanimous.

## **STREET REPAIRS HOMEOWNER CORRESPONDENCE**

The Board of Directors reviewed correspondence from the owner of 7 Searidge regarding street slurry along Searidge. Upon motion duly made and seconded:

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association authorized Management to send a letter to the owner of 7 Searidge, advising that the slurry would be scheduled for the complete street repair project of the community to be more cost effective. Approved: Unanimous.

## **RESERVE PAYBACK**

The Board of Directors discussed the reserve payback. Upon motion duly made and seconded:

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved to review the reserve payback in 2009 based on the upcoming street repair project and costs involved and would review the overall reserves at such time the project was completed for payback to the reserves. Approved: Unanimous.

## **LEGAL FEES**

The Board adjourned briefly into Executive Session for discussion only and reconvened into regular session for the decision. Upon motion duly made and seconded:

**Resolved:** The Board of Directors for Bear Brand Ranch Community Association approved to proceed with collection of legal costs for the matter relating to the Pasternack litigation that was recently dismissed. Approved: Unanimous.

## **ADJOURNMENT**

There being no further business to come before the Board at this time, the meeting was adjourned at 10:30 a.m. The next meeting will be held on Wednesday, October 22, 2008 and the date for the extended ballot deadline to be determined at a later date. Both meetings will be held at the office of Progressive Community Management located at 27405 Puerta Real, Suite 300, in Mission Viejo, California.

**ATTEST**

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