

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

TUESDAY, APRIL 21, 2009

*** * * MINUTES * * ***

NOTICE

Upon due notice given and received, the members of the Board of Directors for the Bear Brand Ranch Community Association held a Board Meeting on Tuesday, April 21, 2009 at 9:00 a.m. at the office of Progressive Community Management, Mission Viejo, California.

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

Other: Glenda L. Reid, CCAM, Progressive Community Management
Gabriel Ramirez, Boyd & Associates

Absent: Michael Berumen, Vice President

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 adopted the Agenda as presented. Approved: Unanimous.

ACCESS

Gabriel Ramirez, Boyd & Associates, attended the meeting for the quarterly update of guard services. The Board requested information on cost savings if one guard shift was eliminated during the late evening hours. The Board will review this information at their next regularly scheduled meeting when available.

**HOMEOWNER
FORUM**

There was no discussion during Homeowner Forum.

IDR

RESOLUTION

ARCHITECTURAL

The Board of Directors reviewed an IDR Resolution held on February 27, 2009. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association recognized that the IDR recommendations of February 27, 2009 were now inapplicable as the recommendations were never signed by the homeowner in spite of his assurances that he would do so and notified the Board that the homeowner has presented entirely new plans to the ADC which have been rejected. Approved: Unanimous.

LANDSCAPE

The Board of Directors reviewed a proposal as provided by Bemus Landscape for the installation of a French drain along Wildflower. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association tabled approval of the proposal as provided by Bemus Landscape for the installation of a French drain along Wildflower based on more detailed specifications needed for proper review. Approved: Unanimous.

CONSENT CALENDAR

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

Minutes - Resolved: To approve the Regular Session minutes from the January 26, 2009 Board of Directors meeting as written.

Financials - Resolved: To approve the financial statements for the periods ending January 31, 2009, February 28, 2009, and March 31, 2009 as presented.

Certificates of Deposit/Maturity: - Resolved: To approve to roll over the Certificate of Deposit maturing on May 5, 2009 in the amount of \$44,177.93 with Imperial Capital Bank for a term of 6 months with the highest yield of interest.

Certificate of Deposit/Closing: Resolved: To approve to close the Certificate of Deposit maturing on June 5, 2009 with Indymac Bank in the amount of \$47,908.19 for the purpose of depositing into the reserve account for the upcoming street replacement project costs.

Collection Action: Resolved: To approve to proceed with collection action for Account BB9475 and Account BB9213 for delinquent assessments in accordance with the Association Delinquency Policy and California Civil Code.

Approval/BB8810 – Write Off: Resolved: To approve to write off the pending assessment balance of \$82,628.59 as a result of prior research and Board decision that property was not encumbered by the CC&Rs of Bear Brand Ranch Community Association resulting from legal research.

Approval/Ratify Street Construction Management Services: Resolved: To approve and ratify the Action Consent without a Meeting for approval of street construction management services with WillDan Engineering for a total reserve cost of \$18,423.00.

Destroy 2001 Financial Boxes: Resolved: To approve to destroy the 2001 financial boxes with 7 year retention agreement with Management.

Audit Proposal/Robert Owens CPA: Resolved: To approve the proposal as presented by Robert A. Owens, CPA for the annual audit and tax preparation for a total operating cost of \$1,125.00.

Approval/Ratify Gateworks Software Upgrade: Resolved: To approve the Action Consent without a Meeting for the approval of the upgrade to the Gateworks Software.

BUSINESS ITEMS

STREET REPAIRS

This matter was tabled until further information and updates could be received from Tom Kirk, WillDan Engineering and would be further reviewed at the May budget workshop meeting.

OPERATING BUDGET

The Board discussed the budget draft as prepared. Further review of the budget was tabled until the May Workshop Meeting and receipt of the street repair costs.

4 OLD RANCH ROAD

The Board discussed the landscape maintenance on the slope behind 4 Old Ranch Road. 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 4 Old Ranch Road, advising that landscape maintenance on the slope behind the home was individual homeowner responsibility due to the fenced-in area and Association Policy, and to further advise that Bemus Landscape would be instructed to not maintain that area as per the Board action several years ago and to limit the irrigation to the common area. Approved: Unanimous.

5 OLD RANCH ROAD

The Board discussed the request from the homeowner at 5 Old Ranch Road for planting on the slope behind the home. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association denied the request from the owner of 5 Old Ranch Road for additional planting on the slope behind the home as the maintenance is the responsibility of the individual homeowner due to the fenced-in area and Association Policy of said areas. Approved: Unanimous.

**ADJOURN
EXECUTIVE SESSION**

There was no business to discuss in Executive Session.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 10:00 a.m. The next meeting will be the Budget Workshop Meeting, scheduled for May 2009 with the date and time to be determined and properly noticed to the membership.

Signature _____ Date _____