

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

TUESDAY, JULY 7, 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, July 7, 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
 Michael Berumen, Vice President
 Fred Burbank, Secretary
 Wayne Mertes, Treasurer
 Bill Schenck, Director

Other: Glenda L. Reid, CCAM, Progressive Community Management
 Mr. Klein, 4 Old Ranch Road
 Mrs. Young, 4 Point Catalina
 Dr. and Mrs. Flores, 5 Old Ranch Road

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.

**HOMEOWNER
FORUM**

Topics discussed during Homeowner Forum included the next phase for street repairs.

**4 OLD RANCH/
KLEIN**

Mr. Klein, owner of 4 Old Ranch Road, attended the meeting to discuss the rear slope landscape maintenance. Mr. Klein advised that a prior Board approved to have the Association maintain the landscaped area within the fence on the slope behind the home.

The Board advised of the Association protocol for fenced areas. The Board thanked Mr. Klein for attending the meeting and advised that the Board would authorize legal counsel to review the matter further for clarification prior to a Board decision.

**5 OLD RANCH/
FLORES**

Dr. and Mrs. Flores, owners of 5 Old Ranch Road, attended the meeting to discuss their concern of the Landscape Committee denial to plant some trees on the slope behind their home. Dr. Flores advised that he felt Bemus Landscape removed some trees. The Board advised that further research would be done to determine if trees were removed within the fenced area on the slope prior to any consideration of replanting trees in the same area.

LANDSCAPE

There was no action required at this time

SECURITY

The Board of Directors reviewed the guard service and access reports for the upper gate after 7:00 p.m. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association approved to terminate guard services at the upper gate (Old Ranch Road) during the hours of 5:00 p.m. till 7:00 a.m., effective August 1, 2009 and authorized Management to contact Boyd & Associates of same and have them install a sign advising non residents to use the del Avion gate. Approved: Unanimous.

**1 O’HILL
RIDGE**

The Board of Directors discussed the gravel on the new asphalt coming from the driveway of 1 O’Hill Ridge. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association approved to contact a contractor with authorization to pull back the gravel on the driveway of 1 O’Hill Ridge and bill back the owner accordingly to remove the gravel from the newly replaced street asphalt. 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 April 21, 2009 Board of Directors meeting as written.

Minutes – Resolved: To approve the Budget Workshop minutes from the May 5, 2009 Board of Directors meeting as written.

Financials - Resolved: To approve the financial statements for the periods ending April 30, 2009 and May 31, 2009 as presented.

Ratify/Approval Reserve Funding: - Resolved: To ratify/approve action consent without a meeting to allocate reserve funds for payment of street paving project of common area streets.

Ratify/Approval CSI Paving: Resolved: To ratify/approve action consent without a meeting to approve the proposal from CSI Paving for the common area street project in the total amount of \$532,440.34.

Ratify/Approval Operating Budget: Resolved: To ratify/approve action consent without a meeting to finalize the operating budget and approve the Reserve Study as prepared by Advanced Reserve Analysis with assessment dues to be increased 20% to a total of \$654.00 per month effective July 1, 2009.

Proposal/Annual Meeting Services: Resolved: To approve the proposal as provided by Accurate Voting Services for the annual meeting voting services at a total cost of \$474.25 before meeting attendance and possible additional costs if an adjourned meeting and mailings are needed.

Collection Action: Resolved: To formally approve to send to collection services any new account that requires at this meeting to be in accordance with the California Civil Code and Bear Brand Ranch Community Association Delinquency Policy for collection of past due assessments.

BUSINESS ITEMS

RABBIT CONTROL

The Board of Directors reviewed a proposal for rabbit control in the common area. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Community Association approved the proposal as provided by Animal Pest Management for rabbit control maintenance at a total operating cost of \$300.00 per month for the common area. Approved: Unanimous.

ADJOURN EXECUTIVE SESSION

The Board of Directors adjourned into Executive Session to discuss two (2) matters relating to possible legal action.

RECONVENE

The Board of Directors reconvened into regular business session to discuss the decisions

regarding 5 Old Ranch Road and 4 Old Ranch Road.

**5 OLD RANCH/
FLORES**

Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association approved to replace five (5) melaleuca trees on the slope behind 5 Old Ranch Road per the proposal provided by Bemus Landscape for a total operating cost of \$375.00 subject to Dr. and Mrs. Flores signing a release and no landscape maintenance to be done by the Association as it is a fenced in area. Approved: Unanimous.

**4 OLD RANCH/
KLEIN**

Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association approved to contact Jake Harle, Attorney, for review and legal recommendation as to the landscape maintenance on the rear slope behind 4 Old Ranch Road, based on the information provided by Mr. Klein, owner of 4 Old Ranch Road, that a prior Board of Directors for Bear Brand approved landscape maintenance on the fenced in area of the slope. Approved: Unanimous.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 10:30 a.m. The next regularly scheduled meeting will be held on Tuesday, October 20, 2009 at the offices of Progressive Community Management along with the Annual Meeting/Election.

ATTEST

Signature _____ Date _____