

BEAR BRAND RANCH COMMUNITY ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

WEDNESDAY, APRIL 7, 2010

*** * * 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 Wednesday, April 7, 2010 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
Wayne Mertes, Treasurer
Fred Burbank, Secretary
Tom Newell, Director

Other: Glenda L. Reid, CCAM, Progressive Community Management
Joan Young, 4 Point Catalina

Absent: Chad Covington, Vice President

ADOPT AGENDA

With no homeowners present at this time, the Board amended the agenda to hold Executive Session first to discuss collection matters.

**RECONVENE
REGULAR SESSION**

The Regular Business Meeting reconvened at 9:15 a.m.

**HOMEOWNER
FORUM**

Joan Young, owner of 4 Point Catalina, attended the meeting, to discuss some concerns relating to common area landscape maintenance. The Board advised that the Landscape Committee would be advised and Management would assist in meeting with Ms. Young and the Committee to inspect the areas of concern for proper maintenance. Also discussed during Homeowner Forum was the recommendation of having a special patrol for 4th of July. The Board thanked Ms. Young for attending the meeting.

CONTROLLED ACCESS

The Board discussed the upper gate and the research into the access for non-residents in the evening hours. Management was authorized to follow-up with Gateworks for the report from January 1, 2010 to March 31, 2010 to review further.

LANDSCAPE

The Board of Directors reviewed homeowner correspondence regarding the recommendation to use artificial turf in the common areas. The Board deferred this matter at this time due to costs and budget constraints.

ARCHITECTURAL

There was no action required at this time.

CONSENT CALENDAR

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

Resolved: The Board of Directors for Bear Brand Ranch Community Association approved the Consent Calendar as presented and attached hereto as Exhibit A. Approved: Unanimous.

OPERATING BUDGET & 1365 DISCLOSURE DOCUMENTS

The Board of Directors reviewed the budget draft for the fiscal year July 1, 2010 through June 30, 2011 and all related Civil Code 1365 policy disclosure documents, including the ADR/IDR policy, the Insurance Summary, Architectural Process/Protocol and the Enforcement Policy (reserve summary previously approved and Delinquency Policy under further review). Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association approved the operating budget and adopted said policies for the fiscal year July 1, 2010 through June 30, 2011 with no dues increase. Authorization was granted to Wayne Mertes, Treasurer, to revise the budget the final line items with higher legal and contingency to a balanced budget. Approved: Unanimous.

COLLECTION

The Board of Directors reviewed the collection actions for three (3) delinquent assessment accounts. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association authorized Management to proceed and contact Association Lien Services (ALS) for a property encumbrance review by the Board in July, for possible foreclosure proceedings on BB2705 and BB9404. To accept the status report on BB8612 with no action required at this time. Approved: Unanimous.

PROPOSAL/ ANNUAL AUDIT

The Board of Directors reviewed proposals for the preparation of the annual financial audit and tax returns. Upon motion duly made and seconded:

Resolved: The Board of Directors for Bear Brand Ranch Community Association approved the proposal as provided by Robert Owens, CPA for the preparation of the annual audit and tax returns for a total operating cost of \$1,125.00. Approved: Unanimous.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 10:00 a.m. The next regularly scheduled meeting will be held on Tuesday, July 6, 2010 at the offices of Progressive Community Management.

ATTEST

Signature _____ Date _____

BEAR BRAND RANCH COMMUNITY ASSOCIATION

CONSENT CALENDAR

APRIL 7, 2010

- A. **Minutes - Resolved:** To approve the Regular Session minutes from the January 19, 2010 Board of Directors meeting as written.
- B. **Financials - Resolved:** To approve the financial statements for the periods ending January 31, 2010 and February 28, 2010.
- C. **Ratify/Approval Action Consent Collection Account BB9475 – Resolved:** To ratify/approve the action consent without a meeting for approval to send to collection Account BB9475 for delinquent monthly assessments in accordance with the Delinquency Policy for Bear Brand Ranch Community Association.
- D. **Approval/Manager Annual Certification Disclosure – Resolved:** To approve the annual disclosure for Manager Certification as presented and required by Civil Code.
- E. **Approval/Proposal Annual Weed Abatement – Resolved:** To approve the proposal as provided by Bemus Landscape for the annual weed abatement as budgeted for a total operating cost of \$5,400.00.
- F. **Approve/Adopt Artificial Turf Guidelines – Resolved:** To approve and adopt the Artificial Turf Guidelines as presented by the Architectural Design Committee.
- G. **Approve Paver Project/Both Entries - Resolved:** To approve the work to be done at both entries for the pavers as recommended by Wayne Mertes, Treasurer.