

DEL PRADO TOWNHOME ASSOCIATION
c/o Condoministration Unlimited
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MINUTES OF THE BOARD OF DIRECTORS MEETING
SEPTEMBER 14TH, 2011

The meeting was called to order at 6:30 p.m. In attendance were Dave Beaumont, Sally Allen, Sabina Raymond, Christina Cornelius and Michael Furlong. John Tryon represented Condoministration.

OPEN DISCUSSIONS

There is an old Ford truck parked on Viejo which Dave is monitoring. Complaint made about cleaning of the inside of clubhouse.

APPROVAL OF MINUTES

The minutes of the August meeting were reviewed. A motion to approve the minutes as circulated was seconded and carried.

TREASURER'S REPORT

Sally Allen reviewed the August report. She noted that one of the CDs was scheduled to rollover later this month at ½% interest. The board will discuss next month whether to reinvest for 5 years at 1 ½% interest. A motion to approve the report as presented was seconded and carried.

COMMITTEE REPORTS

Welcome

Betty Rotenberg was not present.

Landscape

Lia Cooke reported that the new planting alongside 361CAP and replacement of two locations on oleanders on Brentley has been completed. Cost of new planting (\$120) by front wall of 306/318LC to be charged to owners since this was required after a new wall was installed. Lia requested permission to remove concrete and plant shrub by driveway of 612BD (\$80), replace dead plants by 591BD (\$320), replace plum tree by 469VD (\$75), replace tree by 409VD (\$75) and remove dead birch by 336CAP (n/c). A motion to approve all the requests was seconded and carried.

Rules

Dave Beaumont advised that any complaints regarding performance of employees or contractors should be made to the management company or a board member and that individual members do not have the authority to take up issues directly.

Back yard maintenance

Dave will be carrying out another inspection soon.

Pool/Janitorial

Sarah Rockney reported no major problems. It appears someone may be using the spa after closing time since the cover is sometimes off when the pool is opened in the morning. One umbrella stand base is cracked at the edge and Steve Buchan will look at replacing with a spare. We will discuss pressure washing the pool deck after the pool heat is turned off.

Architectural

Chuck Raines reported that Lia Cooke will be remaining as a committee member. Owner of 408EC (Hamill) requested an extension of time to install gates in new walls. The board thought that more than sufficient time had been given to complete this and the request was denied. A motion to impose the fine of \$100 was seconded and carried. However, if the gates are installed by 9/30 the fine will be removed. Chuck advised that the follow up inspection for the notices sent out in August will be completed on October 15th.

Maintenance

Steve Buchan was advised some of the common area lights were coming on after dark and he will adjust timers. Steve will be checking for cobwebs around the clubhouse, painting newly installed CABLE boxes on some homes and replacing an umbrella base. He will also check the exterior flood lights on the storage shed. Dave Beaumont suggested Steve remove the unused drain line attached to the wall along Viejo and the board agreed this should be done in stages.

Clubhouse

Used five times in past month. Members who use the clubhouse are expected to clean up and vacuum properly after their use. A deep cleaning of the clubhouse will be discussed at the next meeting.

Neighborhood Watch

Five 911 calls made during the past month.

Communications

Nothing to report.

OLD BUSINESS

Asphalt cracks on Bandera

Quality Paving has not yet given their opinion of some cracks in the asphalt on Bandera.

Oleanders on Brentley

Two sections were replanted as reported in landscape committee report.

Lawn dethatch and aeration

The board discussed again whether we should raise irrigation heads to clear the thatch or dethatch the lawns. It was agreed that the latter was the more efficient alternative. Brothers Landscaping had quoted between \$9000 and \$12000 to dethatch and aerate depending on areas selected. Two options were suggested for further consideration: adding the cost to our reserve account to accumulate funds over a period of years and to do front lawns first since these were most responsible for draining onto and damaging our asphalt streets.

Clubhouse furniture

Dave Beaumont requested board members do some investigation of options for replacing the tables and upholstered chairs in the clubhouse.

NEW BUSINESS

Railing request 1861OD

At last month's meeting a request had been made for approval to install a railing adjacent to this driveway. Several discussions were carried out with the City of Camarillo Planning and Building Departments, the association's attorney, and two executive meetings were held on this subject. In summary, the best advice was that a railing constructed in the common area should be designed by an architect and built by a general contractor. The architectural committee prepared a checklist detailing all the requirements for this project and any other similar requests in the future. The owner of 1861OD and her representatives are currently in the process of complying with the check list.

Pool service company

Larry Pheiffer of Viking Pool Service advised that for various reasons he wished to resign. Part of this was because Del Prado is a very labor intensive account and at \$325 p.m. he wasn't breaking even. The board acknowledged this and a motion was made to offer Larry \$500 p.m. immediately which would hopefully be sufficient to keep his services or to allow us sufficient time to find a satisfactory replacement.

2012 budget

The board discussed different options which will be considered when preparing the draft budget for next year. This includes taking into account street repairs on Monte Vista and possibly adding lawn dethatching as a new reserve category.

Next Meeting

October 12th, 2011 at 6:30 p.m. in the clubhouse.

EXECUTIVE MEETING

Violations

The board reviewed a parking violation against residents of 660BD for parking a commercial vehicle on the streets. This has also occurred on several prior occasions. A motion to impose a \$100 fine was seconded and carried.

Respectfully submitted,

John Tryon
Recording Secretary