

**DEL PRADO TOWNHOME ASSOCIATION**  
**c/o Condoministration Unlimited**  
**355 N. Lantana Street #710, Camarillo, CA 93010**  
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**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**AUGUST 14<sup>TH</sup>, 2013**

The meeting was called to order at 6:30 p.m. In attendance were Dave Beaumont, Mike Furlong, Sophia Dransart, Sabina Raymond and Christine McFall. John Tryon represented Condoministration.

**OPEN DISCUSSION**

Complaint about cleaning of clubhouse and pool furniture. Comment about large gaps in shrubs along Ponderosa fence- these gaps will be filled in the fall. Awards were presented to Chuck Raines and Lia Cooke in acknowledgement and appreciation for many years of service to the association on the architectural and landscape committees.

**APPROVAL OF MINUTES**

A motion to approve the July minutes as circulated was seconded and carried.

**TREASURER'S REPORT**

Sophia Dransart reviewed the July report. A motion to approve the report was seconded and carried.

**COMMITTEE REPORTS**

**Welcome**

No report.

**Landscape**

Pine tree in front of 1702/1708MV is dropping sap onto cars parked on the driveway and is too big to trim enough to prevent this. California Landcare submitted a quote of \$550 to remove the tree, grind the roots and replace it with a 24" box birch tree. A motion to approve this was seconded and carried. Also discussed was a large tree next to the day tennis court which is dying. California Landcare will remove this as part of their service contract. (Note: Following the meeting it was noted the Board had failed to vote on replacement of the tree with a birch for \$200. An e-mail vote was taken and this was approved).

A motion to replace the hedge in the 1781DP driveway with a privet was seconded and carried. Resident of XXX continues to park truck wheels on grass next to driveway. A motion to charge \$100 for repairing was seconded and carried.

**Back yard maintenance**

Dave Beaumont reported four letters have been sent to owners requiring improvements in appearance.

**Pool/Janitorial**

Sarah Rockney reported the spa had been "soaped" and the front gate does not always close properly. Jeremy Morris will repair the gate. New caulking needed in shower and base of cabinet in women's restroom needs repair.

**Clubhouse**

Cheri Blaker advised clubhouse used once in the past month. Oven door repaired.

**Architectural**

No report. Chuck Raines offered to assist in upcoming association-wide inspection.

### **Rules**

Nothing to report.

### **Maintenance**

Jeremy Morris reported he has installed stop signs, painted the red curbs and installed supports in clubhouse overhang. He was requested to clear debris out of the Kino drain.

### **Neighborhood Watch**

Twenty 911 calls made during the past month.

### **OLD BUSINESS**

#### **Clubhouse overhang fasteners and red curbs**

Jeremy Morris has completed both projects.

#### **Committee vacancies**

Tom Kline has agreed to assist on the Architectural committee and Mike Furlong will act as chairman. Lia Cooke advised she is available to assist on the Landscape committee.

#### **Water valve repairs**

Franklin & Vizzo decided not to submit a bid for repairing the two defective water valves. Unlimited Engineering in Moorpark will submit a bid.

#### **Fidelity bond**

The Board discussed whether or not to increase coverage to \$350,000 since some lenders may require this. Premium increase \$491 per year. It was decided to table this until we prepare next year's budget.

### **NEW BUSINESS**

#### **Clubhouse termite inspection**

Allguard Termites submitted a discounted price of \$1160 to treat termites and carry out repairs to damaged trim and siding. We will obtain two more bids.

#### **Clubhouse carpet**

Carpet is showing wear and stains. We will get bids for replacing with either new carpet, laminated wood or vinyl. Sophia will meet with Sunshine Carpet to select options and we will then get competitive bids.

#### **Electrical outlet in Day Court**

A request had been made for an electrical outlet on the day tennis court. A motion to approve was seconded and carried. Creighton Electric had submitted a bid for \$525. We will get another bid as well.

#### **Next Meeting**

September 4<sup>th</sup>, 2013 at 6:30 p.m. in the clubhouse.

Respectfully submitted

John Tryon  
Recording Secretary

**EXECUTIVE SESSION**

**Violation review**

XXX- Driving motorcycle at unsafe speed on street. \$100 fine authorized.

XXX- Vehicle extending into street. \$100 fine authorized.

XXX- Owner appeared requesting relief on fine since required repair work has now been completed.  
The Board agreed to waive the fine.