

**DEL PRADO TOWNHOME ASSOCIATION**  
c/o Condoministration Unlimited  
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**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**NOVEMBER 10<sup>TH</sup>, 2021**

The meeting was called to order at 6:33 p.m. using Zoom. In attendance were Lita Starr, Chuck Raines, Eloise Mansfield and Ann Wartinger. Brian Kelley was absent. John Tryon represented Condoministration. Assist. Community Mgr. Janice Armijo was present and Susan Van Der Veen.

**DISCUSSION PERIOD**

None.

**APPROVAL OF MINUTES**

A motion to approve the minutes of the October meeting was seconded and carried.

**TREASURER'S REPORT**

Eloise Mansfield reviewed the October report. A motion to approve the report was seconded and carried.

**COMMITTEE REPORTS**

**Welcome**

Ann Wartinger reported one packet still to be delivered on Baja Court.

**Back yard maintenance**

Janice reported the home with two posts in back patio has had them removed.

**Landscape**

No issues to report.

**Architectural**

Janice reported very good progress by owners in completing required repairs. Chuck reported all but two colors are available from Dunn Edwards and asked Janice to check with them and advise owners when they are.

**Clubhouse**

Used three times recently. Some old rug stains have reappeared and janitor will be told to spot them.

**Pool**

It was confirmed that pool heater will remain on until after Thanksgiving weekend. Non-slip mats have been installed in both restrooms.

### **Communications**

All up to date.

### **Janitorial/Maintenance**

Nothing to report.

### **Rules**

Nothing to report.

### **Neighborhood Watch**

Nothing to report.

### **RV Storage**

One space available. Next on waiting list has been contacted.

### **OLD BUSINESS**

#### **Bathroom remodel**

Nothing to report yet. Will remain on agenda. Chuck offered to assist Lita on this project which was tabled until early next year.

#### **Water conservation report**

The Board discussed establishing a reporting and monitoring system for this water conservation project and general irrigation issues. Susan Van Der Veen will continue to generate reports on water conservation; these will be transmitted to John Tryon and Lita Starr for any action and reported to Janice who will maintain a current status log. EZ Landscape will be advised they are expected to respond especially promptly to conservation and irrigation issues.

A meeting had been held with the landscapers to discuss the conservation project and procedures. They were requested to make a recommendation regarding the eight irrigation controllers; if they need repairs or replacement. EZ Landscape submitted a proposal for refurbishing seven of the controllers at a cost of \$5600. A motion to approve was seconded and carried. It had also been agreed that they will do a proposal for converting Capistrano front yards to drip irrigation planters. This will be used to extrapolate what the cost would be for other areas.

#### **Tennis courts resurface**

Two bids received. One more coming.

### **NEW BUSINESS**

#### **Budget 2022**

The Board reviewed the draft budget for 2022. Some costs, like funding the Phase 3 upgrade project, have been reduced but others, like irrigation, insurance and street repairs, have increased. The net result is an increase from \$180 to \$185.00 per month. A 3% increase. A motion to approve the budget was seconded and carried.

**Christmas party**

Plans for the annual Christmas party were discussed. Following the meeting it was decided not to have one this year but look into an event in the spring.

**Next Meeting**

January 12<sup>th</sup>, 2022 at 6:30 p.m. in the clubhouse. This will be a Zoom meeting.

Respectfully submitted

John Tryon  
Recording Secretary