

**DEL PRADO TOWNHOME ASSOCIATION**  
c/o Condoministration Unlimited  
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**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**APRIL 13<sup>TH</sup>, 2022**

The meeting was called to order at 6:30 p.m. using Zoom. In attendance were Lita Starr, Chuck Raines, Eloise Mansfield, Brian Kelley and Ann Wartinger. John Tryon represented Condoministration. Susan Van Der Veen was present. Several members also attended.

**DISCUSSION PERIOD**

XXX had some questions about the annual meeting procedures and announced she would be running for a position on the Board.

**APPROVAL OF MINUTES**

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

**TREASURER'S REPORT**

Eloise Mansfield reviewed the March report. It was noted that February payroll was recorded in March so two months are shown. A motion to approve the report was seconded and carried.

**COMMITTEE REPORTS**

**Welcome**

Ann Wartinger said she has not been able to deliver welcome packet to an address on VD so it will be slipped under the gate.

**Back yard maintenance**

Janice submitted report showing two addresses, XXX and XXX have not complied with requests regarding the condition of their back yards. This will be discussed in Executive Session.

**Landscape**

Janice submitted a report noting status of irrigation and water conservation issues.

**Architectural**

Chuck is covering for Janice in her absence and said compliance and inspections are going well. Chuck said Janice has been doing an excellent job. Newsletter to advise owners who had shingles blown off in recent windstorms they should pick them up and reuse since they are hard to match.

**Clubhouse**

Clubhouse has been used twice in the past month.

**Communications**

All up to date.

**Janitorial/Maintenance**

Nothing to report.

### **Pool**

Tomek reported problems with the timers for the spa and tennis lights. These will be repaired by the handyman and pool service company.

Lita reported there are three chaise lounges which need to be removed and disposed of; they are not repairable. She suggested the purchase of four new ones from Costco, matching the last ones we bought. Cost \$1400. We also need two new umbrellas for \$139 each. A motion to approve both was seconded and carried.

### **Rules**

Nothing to report.

### **Neighborhood Watch**

Nothing to report.

### **RV Storage**

One space available and we have someone who will take it.

### **OLD BUSINESS**

#### **Bathroom remodel**

Bathfitter was contacted to give a proposal but they advised they have no dealer in this area.

#### **Water conservation report**

Susan Van Der Veen reported she estimates we saved 1,546,864 gallons compared to last year. EZ Landscape is working well on runoff and overspray problems. They reported there is not enough time in the day to have irrigation go through two cycles to reduce runoff. We need to talk to City regarding ability to run irrigation more than three days per week to counter this problem. The issue was tabled for further discussion next month. Newsletter reminder for residents to use hose with a shutoff at all times.

#### **Underground water leak on Monte Vista**

A leak from a water line occurred under Monte Vista. Similar to the leak on Capistrano, the supervisor with Turf Construction said the only conclusion he could draw was there may be a connection to the water line being located right next to the gas line and a chemical reaction is occurring.

#### **Tennis courts resurface**

The Board discussed again the condition of the tennis courts and it was agreed we should get two additional bids and have them resurfaced, not repaired.

### **Signs**

Brian Kelley submitted three bids for new signs in the pool and court areas. Three for the courts and two for pool/gate. A motion to approve The Sign-O-Rama bid for \$778 was seconded and carried. Exact wording still needs to be approved.

### **Garage sale**

Scheduled for 8/27. Lita will make arrangements.

### **Annual meeting**

At this time we have two openings on the Board and two nominees. Since one of the nominee's husband had been appointed as the ballot inspector a new inspector will have to be appointed.

### **NEW BUSINESS**

#### **Street parking**

The Board discussed complaint that some residents are parking two or more cars in the street and parking spots. The limit is one per household. The problem is in identifying who owns these vehicles. A note to go in newsletter advising residents of rules.

#### **Online payments**

The Board discussed making it possible for dues payments to be made via Zelle or Venmo. A motion to approve and make the necessary arrangements was seconded and carried.

#### **Late charges**

Currently our late charge for past due payments is \$10. It is permissible for late charges to be \$10 or 10% of the monthly assessment. A motion to approve the late charge to be 10% was seconded and carried.

#### **Next Meeting**

May 25<sup>th</sup>, 2022 at 6:30 p.m. This is the annual meeting which will be held in the clubhouse.

Respectfully submitted

John Tryon  
Recording Secretary

## **EXECUTIVE SESSION**

### **Pool/bathroom cleaning**

A complaint was made that the restrooms and the pool furniture were not being cleaned properly and set in order. Brian said he will speak to Tomek and keep an eye on the area.

### **EC1748**

Owner has not kept pond in back patio clean despite several warnings. Owner was warned a \$100 fine would result if not corrected. No action was taken and a motion to fine \$100 was seconded and carried. Owner to be advised fine will be repeated if necessary and suggest they remove pond or use as a planter. This pond has often been reported being kept in an unhealthy condition.

### **360CAP**

Dog waste not being cleaned up in back patio despite requests and warning. A motion to assess a \$100 fine was seconded and carried.