

NEPENTHE ASSOCIATION

Open Session

Nepenthe Clubhouse
August 7 2024 – 6:00 PM



FirstService
RESIDENTIAL

NEPENTHE ASSOCIATION

Open Session

August 7, 2024 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

BOARD OF DIRECTORS MEETING - OPEN SESSION AGENDA

The following items may be addressed in Executive Session in accordance with California Civil Code 4935(a):

- *Litigation*
- *Matters relating to formation of contract with third parties*
- *Member Discipline*
- *Personnel matters*

I. CALL TO ORDER

MEETING PLACE:

1131 Commons Drive, Sacramento, CA 95825

OR

Join Zoom Meeting

<https://us02web.zoom.us/j/88272111861?pwd=aW5pSXZtZXZnNW1INIBVbE9Qd2pIZz09>

Meeting ID: 882 7211 1861

Passcode: 001131

OR Dial in

+1 669 900 6833

WELCOME: Thank you for attending. This is a business meeting, open to members of the Nepenthe Association and guests of the Board. The Nepenthe Board of Directors is a policy Board, and the role of the General Manager is to oversee the day-to-day operations. The primary purpose of the meeting is to ensure that the Association is meeting its responsibility to provide oversight, maintain the value of the property and to serve homeowners.

PRESIDENT'S MESSAGE

ANNOUNCEMENTS FROM THE BOARD: The Directors will use this time to provide updates and information.

Supporting Documents

[FINAL New Board Opening Statement.docx](#) 6

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

Background

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on August 7, 2024 to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Civil Code.

The Board met in Executive Session on August 7th. The Board took the following actions during the August 7th meeting:

III. INVITED GUEST - PAUL REEVES

Paul Reeves will be present to discuss updates for the siding/fencing project.

Supporting Documents

 [Kudos to Paul Reeves.docx](#) 8

 [Nepenthe Monthly Report July 2024.pdf](#) 10

IV. REPORTS

A. GENERAL MANAGER'S REPORT

Nicole Marks, General Manager, has submitted the enclosed work order report for July 2024 (Open Work Orders as of July 31st) and Management Report for review.

Supporting Documents

 [Work Orders as of 07.31.24.pdf](#) 30

 [GM Report.docx](#) 56

V. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Architectural Committee.

Proposed Resolution

The Board affirms the committee's recommendations below:

Address	Modification	Recommendation
702 Elmhurst	Patio Slider	Approval
28 Adelphi	HVAC	Approval
814 Elmhurst	Sunshade	Approval with Conditions: The homeowner will accept the responsibility for removing the mounting hardware and reinstalling it at the time of siding maintenance.
718 Elmhurst	Windows	Approval
1417 Commons	Emergency HVAC	Approval
1117 Commons	HVAC	Denial
201 Elmhurst	Windows	Denial
1136 Vanderbilt	Front Door	Denial: Request the resident to immediately choose one color and repaint the door by September 1, 2024.

Supporting Documents

 [2024-07-04 ARC Minutes_Final.docx](#) 58

B. OUTREACH COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Outreach Committee.

Supporting Documents

 <i>Nepenthe outreach committee July 2024 minutes.pdf</i>	62
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C. ILS COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the ILS Committee.

Supporting Documents

 <i>ILS Committee Meeting minutes 7-11-2024.pdf</i>	66
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D. GROUNDS COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Grounds Committee.

Supporting Documents

 <i>07-22-24 Minutes, Grounds Committee (pdf).pdf</i>	69
 <i>07-11-24 Minutes, Grounds Committee (pdf).pdf</i>	72

E. FINANCE COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Finance Committee.

Supporting Documents

 <i>Nepenthe Finance Committee July 15 2024 FINAL.docx</i>	77
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F. ELECTION COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Election Committee.

Supporting Documents

 <i>Joanne Massoni - Election Committee Application.pdf</i>	79
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VI. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 08.07.24

Attached for Board review is correspondence from the Membership to provide comments/feedback.

Supporting Documents

 <i>1. Doris Prout.pdf</i>	81
 <i>2. John Baker - Beverly Humphry - Manny Tequida - .pdf</i>	90
 <i>3. Amelie Gannon.pdf</i>	95
 <i>4. Jerry Dunn.pdf</i>	100
 <i>5. Carol Duke.docx</i>	104

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 07.03.24

To promote good communication with homeowners, the Board has made note of the comments and correspondence from the last open sessions and prepared follow up answers and action items. Directors to discuss and determine whether further agenda items are called for.

Supporting Documents

 FNL JULY HO Meeting Response .pdf	106
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VII. NEW BUSINESS

A. OPEN SESSION MINUTES - JULY 3, 2024

Proposed Resolution

The Board approves the Open Session Minutes dated July 3, 2024 as presented.

Supporting Documents

 OpenSession_07032024_Minutes.pdf	109
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► **Action Required:** Board Review & Resolution

B. FINANCIAL STATEMENT - JUNE 2024

Proposed Resolution

The Board accepts the Association's income statement for June 2024 comparing actual results to budget, reserve statement, bank statements and reconciliations, check history report and general ledger as presented, subject to an annual audit. The report reflects a year-to-date net operating income of \$103,975.20 and year-to-date reserve funding of \$1,125,674.67 compared to the year-to-date reserve funding budget of \$1,185,384. The actual year-to-date operating expenses were \$1,293,978.11. The budgeted year-to-date operating expenses were \$1,033,110. The association has \$165,851.29 in operating funds, which represents 0.45 months of budgeted expenses and reserve contributions. The association has \$10,394,327.95 in reserve funds.

Supporting Documents

 NEP 06-24 FINANCIAL.pdf	114
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VIII. HOMEOWNER FORUM

In accordance with California Civil Code 4920(a), the Association must post or distribute the agenda for Regular Session Meetings no fewer than four (4) days prior to a Regular Session Meeting. During Homeowner Forum, items not included on the agenda that are raised by homeowners may be briefly responded to by the Board/Management; however, no action may occur with respect to that item unless it is deemed an emergency by the Board of Directors and developed after the agenda was posted and/or distributed. The Board of Directors may refer informational matters and direct administrative tasks to Management and/or contractors. Each homeowner will be given three (3) to five (5) minutes to speak in accordance with the Open Meeting Act, California Civil Code 4920(a), or a total of twenty (20) minutes will be granted for all to address the Board of Directors regarding items of interest or concern.

IX. NEXT BOARD MEETING

The Association's next open Board meeting will be held September 4, 2024, at 6:00 pm.

X. ADJOURN

FINAL New Board Opening Statement.docx

I would like to welcome all homeowners to the Nepenthe Board of Director's meeting. Nepenthe is governed by this Board which is made up of volunteer homeowners elected to protect, preserve and maintain Nepenthe. Our business operations will be conducted under the following guidelines.

This Board will continue its long-standing practice of authorizing all Directors to sign documents. While master contracts will usually be signed by the Board President, exceptions may be made.

This Board will continue to rely upon and follow advice of industry professionals.

The Board charges the General Manager and staff to implement Board policies and, within specific guidelines, monitor compliance with Nepenthe CC&RS, By-laws, and Board policies.

While the Davis-Stirling Act prohibits the Board from engaging in discussion of issues not on the agenda or issuing decisions about non-agenda items during Open Session meetings, response to specific homeowner questions and follow-up questions from the Board to elicit more details can occur. The Board will follow up with in more detail to meeting comments and correspondence. The written responses will be distributed to the Community by at least the following month's meeting packet as well as being included in the monthly newsletter and available to homeowners through the community website.

There will be an opportunity at each Board Open Meeting for homeowners to address the Board in order to bring matters to the attention of the Board. The Forum will be limited to 20 minutes with each speaker asked to limit comments to 3 minutes.

Committees advise the Board and will operate in accordance with their respective Charters. Those charters are available on the Nepenthe website.

We encourage homeowners to attend meetings (a schedule is published in the newsletter). Feel free to ask questions of the office staff for clarification of the policies and practices of the Board or its management. You may write or email the Board about concerns and your correspondence will be included with the Board packet for Board written response.

It is the Board's expectation is that we all treat each other with respect and courtesy.

Kudos to Paul Reeves.docx

Hi Nimal,

I called Paul this afternoon to discuss the inspection of my patio because July 30th was really close to my leaving town. He came by about an hour later to do the inspection. Just wanted to let you know he was very personable and helpful. He explained everything to be done and indicated that I had no issues. Just wanted to pass along my satisfaction with his service. Having been through many of these siding/painting exercises, it's really nice that there is a competent project manager overseeing everything.

Shelby

Nepenthe Monthly Report July 2024.pdf



Dry Rot and Painting Project
Phase One 2022-2023-2024
Phase Two 2024-2025
Phase Three 2025- 2027
Monthly Project Report For July 2024

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



1. Project Overview, Phase #1	2-3
2. Phase #2 Update	4
3. Phase #3 Update	4
3. Phase #1 Cost Management	5
4. Phase #1 Invoice Control	6-15

Scope Management (Change order log) was moved to a separate attachment.

1. Project Overview- July 2024:

Phase #1.

July has been a productive month. We are down to our last 10 homes to repair. CPR has been keeping 12 to 14 crew members working on-site a day. This will be our worker's headcount throughout phase #2.

We completed our pre-inspection of the patio landscaping for phase #1 We have started patio inspection at phase #2.

An update on the progress of phase #1 is below.

1. Dry rot repairs and painting are completed at building unit addresses up to 510 Dunbarton Cir.
2. Dry rot repairs have been completed up to 200 Dumbarton. They are ready to paint, and they will be completed in August.
3. Dry rot repairs have started at 102 Dunbarton to 1416 Commons. These will take two weeks to complete.

As of 7/30, dry rot repairs at 157 units of the 172 are completed in phase #1. 10 units are in process, and five are left to start.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



4. Dry rot repairs for phase #1 will be completed in mid-August, and the units will be painted later in August.

5. My final walk-through will be in September, with my final report for phase #1 in my September report.

6. **Change order log-** Due to its size, it has been moved to its own attachment dated 7/16//24.

The total adjusted contract amount for siding and fence repairs is at the bottom of the % log. The total cost of, pending, and approved change orders is \$2,436,040.64. The log includes the 157 units completed and the 15 units to be done, representing 172.

The cost per unit of siding and fences was \$14,163.02 each, down \$481.67 each from last month. Expect this to change as we finish the last of the buildings.

Budgeting-

\$2,436,040.64 for siding and trim. As of 7/31, \$2,266,187.13 has been invoiced. \$169,853.51 left for CPR to invoice.

The painter has \$57,750.00 left to invoice; they have No change orders.

The total remaining to be invoiced is \$227,603.51. This number will change as we finish these last homes.

That would make our total for phase #1 Dry rot siding and fence repairs \$2,533,531.37.

Total phase #1 siding, fencing repairs, and paint \$2,742,290.64.

7. Changes to Cost Management and Invoice Control for July are highlighted in yellow.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



2. Phase #2.

We expect to start phase #2 as soon as phase #1 is complete, in August 2024.

I will do my first pre-inspection of the first 20 homes in the first full week of August. I will compare our scope of work from 2023 to the current condition of the homes today.

3. Phase #3.

Now that we have a phase two schedule. We should look at the timeline for phase #3.

I recommend inspections in March/ April of 2025 to develop the scope of work.
I will have a scope of work and a request for proposals for the board to vote on at the June 2025 board meeting.
Contractor job walks in June 2025. With proposals due to Nicole and me by July 15th, 2025. I will have them ready for the board to vote on the contractor(s) for the August 2025 board meeting.
With a phase #3 start date as soon as phase #2 is completed. November of 2025.

We have been getting requests from homeowners concerned about the dry rot damage they see. Suppose there is a high likelihood of water getting in this year. I have been inspecting them and getting estimates for repairs. Then, ask for approval to repair. If they can wait until their repairs are scheduled in phase #3, I will put them on a watch list and look at them in the spring of 2025.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA

**4. Cost Management- Phase #1.**

Total Contract Amount

Contractor Code	Scope	Budget Value (\$)	Change Orders Value (\$)	Permits Value (\$)	Invoiced Value (\$)	Value Paid (\$)	
CPR Construction	Original Contract Siding & Trim	\$669,639.49			\$2,266,187.13 Includes Change Orders Invoiced	\$2,018,629.37	
CPR Construction	Change Orders Siding & Trim		\$1,121,936.82				
CPR Construction	Original Contract Fencing	\$153,218.39					
CPR Construction	Change Orders Fencing		\$466,081.20				
CPR Construction	Total Retention to date	\$220,526.71					
CPR Construction	Total Retention Invoiced	\$207,240.82			Included Above	Included Above	
CPR Construction	Permits			\$16,403.44	Included Above	Included Above	
Progressive Painting	Painting Original Contract	\$306,250.00			\$248,500.00	\$239,750.00	
	TOTAL PAID TO ALL ABOVE				Invoiced Value \$2,514,687.13	Value Paid \$2,254,879.37	

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA

**4. Invoice Control Phase #1.**

Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1176	Mobilization	\$82,285.78	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1193	Units, 101,107,109, 1371,1395 Including Change Orders Less retention	\$35,965.49	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1198	Units, 1355,1359, 1363, Including Change Orders Less retention	\$35,144.41	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1211	Units 1329, 1331, 1333, 2308, 201, 203, 205, 301, 303, 2308, Including Change	\$65,466.92	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	#1214		\$43,659.02	COMPLETE	APPROVED	PAID
			Units 303, 401, 403, 405, 407, 2320, 2322, 2324, 2326, 2328, 1230, 2330, Including Change Orders Less retention				
CPR Construction	Siding Repair	1238		\$82,370.83	COMPLETE	APPROVED	PAID
			Units 2314, 2322 SM, 409, 411, 501, 503, 505, 507, 509, 511, Including Change Orders Less retention				
CPR Construction	Siding Repair	1241		\$74,333.60	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1246	Units 601,603, 605, 813, 815 Including Change Orders above and at 507, 509 Less Retention	\$60,308.06	COMPLETE	APPROVED	PENDING
CPR Construction	Siding Repair	1251	Units 601,603, 605, 607, 609,611, 613, 615, 701, 703,813, 815 Including Change Orders	Total Due Minus Retention \$69,707.27	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1262	Units 711,713,715 ,717,719, Including Change Orders	Total Due Minus Retention \$109,770.15	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status Of Work	Status of Invoice	Status of Payment
CPR Costruction	Siding Repair	1269	Units 901, 903, 903,905,907, 801,803,817, 807, 811, 809, Including Change Orders	Total Due Includes Retention Invoiced \$125,390.93	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1280	See Detail on invoice.	Total Due Includes Retention Invoiced \$100,823.87	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1289	Units 1001, 1003, 1005, 1007, 1009, 1011, 1013, 1015, 1017, 1019.	Total Due Includes Retention Invoiced \$116,590.22	COMPLETE	APPROVED	PAID
Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



CPR Construction	Siding Repair	1298	See Detail on invoice.	Total Due Includes Retention Invoiced \$104,600.15	COMPLETE	APPROVED	PAID
Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1312	See Detail on invoice	Due This invoice \$15,047.66	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1320	See Detail on invoice	Due This invoice \$104,367.03	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1321	Retention	Due This invoice \$30,000.00	COMPLETE	APPROVED	PAID
Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



CPR Construction	Siding Repair	1332	See Detail on invoice	Due This invoice \$82,885.37	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1337	See Detail on invoice	Due This invoice \$133,263.53	COMPLETE	APPROVED	PAID
Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1342	See Detail on invoice	\$70,080.75	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1354	See Details on the invoice	\$54,021.57	COMPLETE	APPROVED	PAID
Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1360	See Details on the invoice	\$98,651.78	COMPLETE	APPROVED	PAID
Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



CPR Construction	Siding Repair	1369	See Details on the invoice	\$1,586.17	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1370	See Details on the invoice	\$56,776.47	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1374	See Details on the invoice	\$72,139.77	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1378	See Details on the invoice	\$54,179.63	COMPLETE	APPROVED	PENDING

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1398	See Details on the invoice	\$30,529.16	COMPLETE	APPROVED	PENDING
CPR Construction	Siding Repair	1400	See Details on the invoice	\$56,055.13	COMPLETE	APPROVED	PENDING
CPR Construction	Siding Repair	1402	See Details on the invoice	\$24,945.83	COMPLETE	APPROVED	PENDING
CPR Construction	Siding Repair	1404	See Details on the invoice	\$50,483.82	COMPLETE	APPROVED	PENDING
CPR Construction	Siding Repair	1406	See Details on the invoice	\$31,364.19	COMPLETE	APPROVED	PENDING

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
Progressive Painting	Paint	54	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17256	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17293	Painting	\$28,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17300	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17326	Painting	\$10,500.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17335	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17361	Painting	\$17,500.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17379	Painting	\$15,750.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17390	Painting	\$19,250.00	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
Progressive Painting	Paint	17406	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17419	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17438	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17445	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17452	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17457	Painting	\$10,500.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17460	Painting	\$8,750.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17473	Painting	\$14,000.00	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
Progressive Painting	Paint	#17476	Painting	\$5,250.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17487	Painting	\$5,250.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17496	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17510	Painting	\$8,750.00	COMPLETE	APPROVED	PENDING
			TOTAL APPROVED	Invoiced Value \$2,514,687.13			
			TOTAL APPROVED, NOT PAID	\$259,807.76*			
			TOTAL PENDING APPROVAL	0			
			TOTAL PAID	\$2,254,879.37			

*This will be paid by the time you read this.

End Report.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting
Phase One 2022-2023-2024
Location: Sacramento, CA



Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting
Phase One 2022-2023-2024
Location: Sacramento, CA



Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting
Phase One 2022-2023-2024
Location: Sacramento, CA



Work Orders as of 07.31.24.pdf

Work Orders

Nepenthe Association

WO#: 1229560	Status: Open	Progress Code:	Received
Unit/Common Area: 310 Elmhurst Cir		Category:	Landscape
Date Created: 07/31/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	Grounds- Carson Bark needs to be replaced behind 310 Elmhurst thanks		
History Items:	Date:	Type:	Description:
	07/31/2024	Other Call	Homeowner came to the office to fill the service request form. Did the work order and also forwarded to Christina
WO#: 1229370	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Zone 2 Landscape		Category:	Landscape
Date Created: 07/30/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Proposal is approved for Zone 2 including remediation due to concrete removal in the following location: Swarthmore Dr. - 2249 - 2251 Scope of Work: Install electrical wires in a sleeve pipe Install Tap soil in area to level with existing landscape Install Ivy and new Netafim irrigation Not to exceed \$9,325		
History Items:	Date:	Type:	Description:
	07/30/2024	Scheduled	07.30.24 - Proposal approved by the Board
WO#: 1229369	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Zone 2 Landscape		Category:	Landscape
Date Created: 07/30/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Proposal is approved for Phase 2 Drainage Remediation in the following locations: Installation of new drains: Commons Dr. - 1378,1384 Vanderbilt Wy. - 1276,1292 Unclog drains: Vanderbilt Wy. - 1248, 1254, 1324, 1330 Scope of Work: Hydro Jetting - Use of high-pressure water to flush out mud. Identify areas with significant root intrusion or damage. In the damaged areas we install rock around drains if needed. Not to exceed \$10,560		
History Items:	Date:	Type:	Description:
	07/30/2024	Scheduled	07.30.24 - Proposal approved by the Board
WO#: 1229367	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Zone 2 Landscape		Category:	Landscape
Date Created: 07/30/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			



Work Orders
Nepenthe Association

Work Orders

Nepenthe Association

Description:	Proposal is approved for Phase 2 Plant Material Remediation in the following locations: Commons Dr. – 1366, 1372, 1378, 1384, 1390, 1396 Vanderbilt Wy. – 1206,1212, 1218, 1224, 1230, 1236, 1242, 1248, 1254, 1260, 1268, 1276, 1284, 1292,1306, 1312, 1318, 1324, 1330, 1336, 1342 Scope of Work: Shrub Removal / Stump Removal and Remediation in selected Areas Only in Zone 2 Irrigation upgrades where needed on the shrub removal areas only. Install walk-on bark Approximately we will use (70) 5-gal. shrubs Mix from the plant Palette depending on the location Sun/Shade Approximately we will use 37 yards of Berry Creek Rock, 41 yards of Walk on Bark, 5 yards of Tap Soil, 6 yards of Black Humus and irrigation material Total of (27) homes and Alleyways Not to exceed \$69,760		
History Items:	Date:	Type:	Description:
	07/30/2024	Scheduled	07.30.24 - Proposal Approved by Board.
WO#: 1229342	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 310 Elmhurst Cir		Category:	Clean-up
Date Created: 07/30/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Grove There is a branch hanging in a redwood behind 310 Elmhurst by the tennis courts. Please pick up. Thank you,		
History Items:	Date:	Type:	Description:
	07/30/2024	Owner Call	07.30.24 - Owner request
WO#: 1229322	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1318 Vanderbilt Way		Category:	Proposal
Date Created: 07/30/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	CPR This is homeowner's responsibility. Please write up a proposal for the repair to this trim to the door frame of garage to do during the siding work on this unit in phase 2. This will be a separate cost from the regular siding work. Thank you,		
History Items:	Date:	Type:	Description:
	07/30/2024	Owner Call	07.30.24 - Owner request.
WO#: 1229150	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Landscape		Category:	Irrigation
Date Created: 07/29/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	2 B 1242 Vanderbilt Repair (1) leaking backflow		
History Items:	Date:	Type:	Description:
	07/29/2024	Vendor Call	07.29.24 - Carson requested work order.
WO#: 1228975	Status: Open	Progress Code:	Request Sent

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Unit/Common Area: 705 Elmhurst Cir		Category:	Landscape Request
Date Created: 07/29/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	Grounds Committee Owner said: "About 3 weeks ago a worker from Carson removed the rocks that were around the three irrigation controller boxes near my garage and left them in a pile between a fern and a nandina. I thought they would return to replace them or add in some new ones to hold back the soil which runs into the alleyway from the slope, but they remain where he left them. Please replace and augment the rocks or remove them. Thanks"		
History Items:	Date:	Type:	Description:
WO#: 1228967	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1111 Dunbarton Cir		Category:	Tree Removal
Date Created: 07/29/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	Grounds Committee The owner is requesting the removal of the crepe myrtle crepe between 1111 and 1113 Dunbarton which is directly over the mailboxes and the walkways. Please see photos		
History Items:	Date:	Type:	Description:
	07/29/2024	Owner Call	07.29.24 - Owner request
WO#: 1228920	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Zone 5 Landscape		Category:	Irrigation
Date Created: 07/29/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Carson Check sprinklers on Elmhurst Cir. They were running beautifully around 3:00 p.m. on Saturday afternoon. Perhaps they meant to set the timers for 3:00 a.m. I think I saw them working on them yesterday. The area is directly by the street (Elmhurst) between 601 Elmhurst and 711 Elmhurst. Thanks		
History Items:	Date:	Type:	Description:
	07/29/2024	Owner Call	07.29.24 - Owner at 705 Elm reported.
WO#: 1228914	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1155 Vanderbilt Way		Category:	Clean-up
Date Created: 07/29/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Grove Chinese pistache tree at 1155 Vanderbilt is failing in the area with cones. It is dangerous and no one can walk through this area thanks		

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History Items:	Date:	Type:	Description:
	07/29/2024	Vendor Call	07.29.24 - WO request from Carson
WO#: 1228586	Status: Open	Progress Code:	
Unit/Common Area: 3 Colby Ct		Category:	Pest Control
Date Created: 07/26/2024	Date Completed:	Vendor:	
Schedule Completion Date:			
Description:	There are multiple wasp nests under the eaves/gutters on the back side of the second story of the home, as well as inside the fence between 3 and 5 Colby court.		
History Items:	Date:	Type:	Description:
	07/26/2024	Vendor Call	07.26.24 - Requested by Carson
WO#: 1228479	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Landscape		Category:	Clean-up
Date Created: 07/26/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Grove Zone 6- 510 Elmhurst and 708 Please pick up broken branches.		
History Items:	Date:	Type:	Description:
	07/26/2024	Vendor Call	07.26.24 - Requested by Carson
WO#: 1228128	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 503 Elmhurst Cir		Category:	Dry Rot
Date Created: 07/25/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	CPR Owner says patio gate is falling apart, the wood is rotting, and boards are just breaking. Please put in a temp fix and evaluate if it can wait till phase repair. Thanks,		
History Items:	Date:	Type:	Description:
	07/25/2024	Work Order Update	07.25.24 - Owner called and emailed.
WO#: 1228068	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1106 Vanderbilt Way		Category:	Clean-up
Date Created: 07/25/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Grove There is a limb from the liquidambar tree in the common area in her patio again. One was recently removed there from the same tree. A smaller limb fell in the patio, but the bigger limb is hanging over a dogwood tree next to it. She only has one patio. Please pick up and evaluate the tree. Thank you,		

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History Items:	Date:	Type:	Description:
	07/25/2024	Owner Call	07.25.24 - Owner called
WO#: 1227792	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1106 Vanderbilt Way		Category:	Tree Evaluation
Date Created: 07/24/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Grove Please evaluate the tree in front of 1106 Vanderbilt on the main street. An owner at 1182 Vanderbilt said there is a dead branch hanging over the street and is worried about it being a hazard. Thank you,		
History Items:	Date:	Type:	Description:
	07/24/2024	Owner Call	07.24.24 - Owner at 1182 Vanderbilt reported.
WO#: 1227700	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 304 Elmhurst Cir		Category:	Tree Maintenance
Date Created: 07/23/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Grove The owner is concerned about the branches of the public trees that are currently rubbing against the windows and walls of their unit. The branches pose a potential hazard to the unit. Please evaluate the trees in that area and the pruning needed. Thank you,		
History Items:	Date:	Type:	Description:
	07/23/2024	Owner Call	07.23.24 - Owner requested.
WO#: 1227604	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Trees		Category:	Clean-up
Date Created: 07/23/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Grove/ Carson Please remove big broken branch by the green belt area by 1330-1336 Vanderbilt Also, Zone 2 and zone 3 by 207-301 Dunbarton thanks		
History Items:	Date:	Type:	Description:
	07/23/2024	Vendor Call	07.23.24 - Emailed request from Carson
WO#: 1227487	Status: Open	Progress Code:	Received
Unit/Common Area: 1336 Vanderbilt Way		Category:	Tree Maintenance
Date Created: 07/23/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			



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Description:	Grove This is on the Vanderbilt green in front of 1336 Vanderbilt way. please also trim the limb that is over the rooftop. Homeowner is concerned that if it comes down she don't want it going into her bathroom/bedroom! Thanks		
History Items:	Date:	Type:	Description:
WO#: 1227393	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 708 Elmhurst Cir		Category:	Tree Maintenance
Date Created: 07/22/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Grove There are 3 large trees by the front door of this property. One of them (on the SW side) lost a large branch that is now in the street. Please pick up the branch and evaluate the trees in that area. They experience a lot of limb drop there. Thank you,		
History Items:	Date:	Type:	Description:
	07/22/2024	Owner Call	07.22.24 - Owner called to report fallen limb.
WO#: 1227178	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Zone 5 Landscape		Category:	Pest Control
Date Created: 07/22/2024	Date Completed:	Vendor:	PEST CONTROL CENTER
Schedule Completion Date:			
Description:	Jeff Moles/Voles 1055-1065 Vanderbilt is some activity in the turf and planter beds need to send pets control see pictures. thank you,		
History Items:	Date:	Type:	Description:
	07/22/2024	Vendor Call	07.22.24 - Carson notified us of moles/voles.
WO#: 1227153	Status: Open	Progress Code:	Received
Unit/Common Area: Landscape		Category:	Irrigation
Date Created: 07/22/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Received the attached photo of runoff from the landscaping in the Commons Circle at the entrance of Dunbarton and Elmhurst. Please evaluate and repair as needed. Thank you!		
History Items:	Date:	Type:	Description:
	07/22/2024	Work Order Update	07.22.24 - Received photo from resident. Work order issued to Carson for completion.
WO#: 1227148	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 603 Elmhurst Cir		Category:	Dry Rot
Date Created: 07/22/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc

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Schedule Completion Date:			
Description:	CPR Please look at the fence, our handyman saw a lot of dry rot. Please evaluate if it can wait till phase repair. DO NOT CALL THE OWNER Thanks Elite A fence board at 603 Elmhurst has fallen on an azalea plant. Please secure the board Thanks		
History Items:	Date:	Type:	Description:
	07/25/2024	Work Order Update	07.25.24 - Mike-Elite came in and showed us a photo of dry rot. Sending to CPR to evaluate further.
WO#: 1226600	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 703 Elmhurst Cir		Category:	Proposal
Date Created: 07/18/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	CPR Location: South wall of 703 Homeowner said: "I asked the Forman to take a look at the unit next door. As you can see from the picture there is mold growing on the siding. I asked him if he thought that it was also inside the walls, he said that it was possible but could only tell by removing the damaged siding. He agreed that if it was inside that it is a potential health risk to the owners. I don't think that the owners are even aware of this mold as it on a side of the house that they would most likely never notice. I plan on making them aware of the mold next time I see them out, however. Also, there are no Xs on this wall even though it is in the area that was surveyed and is next in line for repairs (although next year sometime)" Please evaluate and provide proposal. Thanks,		
History Items:	Date:	Type:	Description:
	07/18/2024	Owner Call	07.18.24 - Requested by Neighbor
WO#: 1226335	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1025 Vanderbilt Way		Category:	Landscape
Date Created: 07/17/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Carson "Please prune and clean up the shrubs and hedge in the alley on the south side near the garage. All of the landscaping is overgrown in that area." Please send before and after photo. Thank you,		
History Items:	Date:	Type:	Description:
	07/17/2024	Owner Call	07.17.24 - Owner submitted service request.
WO#: 1225563	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2316 Swarthmore Dr		Category:	Landscape Request
Date Created: 07/15/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	Grounds The front yard of 2312 Swarthmore looks very unkempt. The ivy bed is full of weeds and needs to be cleaned. Two bushes behind the low brick wall are dead and need to be replaced. The spot where a large tree was removed at least 2 years ago still shows as a large patch of dead grass. We also need to plant a large shade giving tree in this yard. This block of Swarthmore has lost at least 5 large shade trees. The stretch of lawn in front of 2312 is sunny, arid and unattractive. Please replace the tree.		

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History Items:	Date:	Type:	Description:
	07/15/2024	Owner Call	07.15.24 - Owner submitted service request.
WO#: 1225545	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2316 Swarthmore Dr		Category:	Irrigation
Date Created: 07/15/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Carson We received a service request from the homeowner saying, "It appears that there is a problem with the irrigation in the front lawn of 2316 Swarthmore. They ivy is dying and the Japanese maple looks distressed." Please evaluate.		
History Items:	Date:	Type:	Description:
	07/15/2024	Owner Call	07.15.24 - Owner submitted service request.
WO#: 1225177	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1026 Vanderbilt Way		Category:	Tree Maintenance
Date Created: 07/12/2024	Date Completed:	Vendor:	THE GROVE TOTAL TREE CARE
Schedule Completion Date:			
Description:	Grove There is a branch hanging from the tree, infront of the house thanks		
History Items:	Date:	Type:	Description:
WO#: 1224187	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2312 Swarthmore Dr		Category:	Gate - Pedestrian
Date Created: 07/09/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	CPR Our handyman went to evaluate ad said that the gate needs to be replaced because it is dry rotted. Can you please evaluate and if it cannot wait till phase repair, provide a proposal please. Thanks, Mike The front gate facing Swarthmore is failing. The HO has to physically lift it to get it to latch closed. Please adjust. thanks,		
History Items:	Date:	Type:	Description:
	07/09/2024	Owner E-mail	07.09.24 - HO emailed request.
	07/11/2024	Work Order Update	07.11.24 - Elite went to evaluate. We are reassigning the WO for CPR to see if we need a proposal before phase repair.
WO#: 1224163	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1425 University Ave		Category:	Tree Removal
Date Created: 07/09/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.

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Schedule Completion Date:			
Description:	Grove Can you please inspect the tree. Review and advise how to move forward. Grounds The homeowner has a liquid amber tree in the front of the house that is lifting the foundation in the front room and primary bedroom. Please see photo. The homeowner has requested this before.		
History Items:	Date:	Type:	Description:
	07/09/2024	Owner Call	07.09.24 - HO submitted request
	07/09/2024	Work Order Update	07.09.24 - Per Christina, "Please create a work order for Paul Dubois to review and advise."
	07/11/2024	Other Call	7/11/24 proposal will be sent
	07/16/2024	Other Call	Hello Kou, This proposal has been approved. Please proceed, I will communicate this with the owner. Please let me know if you need anything else from the office or homeowner as far as coordinating goes. Thank you, Julienna Michel ND - per jays note
WO#: 1223891 Status: Open Progress Code: Request Sent			
Unit/Common Area: 1326 COMMONS Dr		Category: Gate - Back Gate	
Date Created: 07/08/2024 Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:			
Description:	CPR Our handyman went to evaluate ad said that the gate needs to be replaced because it is dry rotted. Can you please evaluate and if it cannot wait till phase repair, provide a proposal please. Thanks, Mike Please fix the back gate if you can. If not let the office know so we can get a proposal from CPR Call before going 217-352-2487 916-544-8981 Thanks		
History Items:	Date:	Type:	Description:
	07/11/2024	Work Order Update	07.11.24 - Elite went to evaluate. We are reassigning the WO for CPR to see if we need a proposal before phase repair.
WO#: 1222643 Status: Open Progress Code: Scheduled			
Unit/Common Area: 1515 University Ave		Category: Siding	
Date Created: 07/02/2024 Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:			
Description:	07.11.24 - Received update from CPR that repairs have been completed, just needs to be painted now. Homeowner is having HVAC installed and needs to remove siding to replace it. Proposal was received by CPR. Management is trying to determine the scope of dry rot to determine the responsibility of cost of the siding		



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History Items:	Date:	Type:	Description:
	07/02/2024	Work Order Update	07.02.24 - Proposal received for the siding replacement due to HVAC replacement. Management is waiting to hear from CPR regarding the extent of dry rot to determine if the cost is HOA or Owner responsibility.
	07/02/2024	Work Order Update	07.02.24 - Dry rot was found in the siding that was removed. This is HOA responsibility. Proposal has been signed by Board President and sent to CPR for completion
	07/11/2024	Work Order Update	07.11.24 - Received update from CPR that repairs have been completed, just needs to be painted now.
WO#: 1221874	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1117 Commons Dr		Category:	Siding
Date Created: 06/28/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	CPR The homeowner has lines on the outside of the siding that need to be placed inside. Please evaluate the level of dry rot. If it IS rotted, then can it wait until the phase repair? If it cannot wait till phase repair please send a proposal to the association and indicate why it cannot wait. If the area is NOT dry rotted at all then please prepare a proposal that would be the homeowner's expense to remove so he can have his vendor put the HVAC lines inside. Thank you,		
History Items:	Date:	Type:	Description:
	06/28/2024	Owner Call	6.28.24 - HO came in with violation asking how to fix it. Metal vent on outside of siding holding HVAC lines- needs to be put inside.
	07/10/2024	Work Order Update	07.10.24 - Received 2 proposals from CPR (one for homeowner costs, one for HOA). The HOA proposal will be reviewed in the August board meeting. Check will need to be received by the office for the homeowner costs by that meeting. The costs have been provided to the owner.
WO#: 1221665	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 702 Elmhurst Cir		Category:	Landscape Request
Date Created: 06/27/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	Grounds See attachment.		
History Items:	Date:	Type:	Description:
	06/27/2024	Other Call	06.27.24 - HO submitted service request.
WO#: 1221656	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1276 Vanderbilt Way		Category:	Landscape Request

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Date Created: 06/27/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	Grounds "Need ground cover on left side of the front door. It's a mud pit!" Please evaluate		
History Items:	Date:	Type:	Description:
	06/27/2024	Other Call	06.27.24 - Homeowner submitted service request
WO#: 1220441	Status: Open	Progress Code:	
Unit/Common Area: 709 Dunbarton Cir		Category:	Irrigation
Date Created: 06/24/2024	Date Completed:	Vendor:	
Schedule Completion Date:			
Description:	What is current status of request #'s 1195746 (2-27-24), and 1211872 (5-21-24). These are marked "in progress" and "completed", respectively, but I have heard nothing on the first request in 4 months and nothing has been done on the second request. Can I make an appointment to come in and discuss these requests?		
History Items:	Date:	Type:	Description:
WO#: 1219497	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 116 Dunbarton Cir		Category:	Landscape
Date Created: 06/19/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			

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Description:	Service request submitted requesting the following: Following are my requests and in some instances requirements for the necessary restoration work at the front and back of my home. Front of my home to the left of my sidewalk. It doesn't make sense to plant something in front of my chimney to replace what was removed earlier this year, especially since we need to see how the recently installed drainage system works during the rainy season. All that needs to be done is to cover the bare dirt with rock. I showed you a few pieces of red lava rock that came from my patio. That rock is fairly inconspicuous and that is what I want to be placed. I am willing to look at samples of other rock that is equally as inconspicuous. The only drain inlet that was installed within a downslope was the one installed where I had dug an emergency detention pit during the storms of last winter to prevent water intrusion into my home. The other drain inlets are basically flush with the ground level. Dirt cannot be excavated to provide room for the rock unless the drain inlets are lowered. I agree with your suggestion that we leave the drainage system as is and see how it performs next winter. But because of the drain inlet locations, the layer of rock to be added cannot be very thick or earth to wood contact will fairly quickly be produced. You and I both saw today how the leaf blowers have piled up debris in the corner between my chimney wall and my front window wall at a time when there are little to no falling leaves. To accommodate the thin layer of rock, plastic garden cloth should be laid and the rock added on top of it. I have some garden cloth that I will be glad to donate for this effort. The remaining shrubs in this area, and especially the three Chinese fringe flower shrubs that I purchased and were installed by Nepenthe with assurances that they would remain in place, are not to be removed or significantly altered. Front of my home to the right of my sidewalk, and between my home and my next door neighbor's home. There is one remaining shrub which is not to be removed or significantly altered, and rock is to be added as indicated above. Three decent sized Chinese fringe flower shrubs are to be added in this area, roughly evenly spaced. I appreciate your comment that current policy is to stop putting plants in narrow areas between homes. Because of the offset between my home and the neighboring home, there is ample room for these three new shrubs without getting into the area between the homes. Rear of my home. I have no idea why certain shrubs were removed and three nandinas were left in place in-artfully clustered around the lamp post. However, I am not asking for anything to be done in this rear area other than to add a few ivy plugs this Fall. Nepenthe is well aware of the issues I have had this year with my homeowners' insurance company, and I hope Nepenthe is also aware of the homeowners' insurance crisis extant throughout California and possible jeopardization of the blanket and other policies. I appreciate that Nepenthe did the roof cleaning work required of it by our governing documents and cited by my insurance company and that work appears to have alleviated my insurance problems at least in the short term. As you know, I am working with Jim Shaw regarding the implications of the wide spread use of ornamental bark in our community and the fire dangers caused by that use. In addition to those efforts, I will take appropriate measures to protect myself and my property if ornamental bark is placed around my home without first having been proven as being safe to both me and my insurance company. Eventually, the front of my home will need a new landscape plan. That would include removal of the small patch of grass along the sidewalk. But I am not requesting that at this time because of the large outflow of cash for siding, painting and other landscaping projects. I sincerely hope that my modest requests/requirements will be appreciated and honored in that vein.		
History Items:	Date: 06/19/2024	Type: Work Order Update	Description: 06.19.24 - Received request from owner via email, copied request into work order and sent to Grounds Committee for review
WO#: 1217006	Status: Open	Progress Code:	In-Progress
Unit/Common Area: 1136 Vanderbilt Way		Category:	Landscape
Date Created: 06/12/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Grove, we have received the below from resident at 1136 Vanderbilt, can you please evaluate and provide proposal if needed? Thank you: "A Nepenthe tree root has grown under my air conditioning unit and up against and under my foundation. I requested the root be evaluated/removed a few years ago, but the request was denied for budgetary reasons. I am renewing my request now. I do not want to see the tree removed, of course. Hopefully the root alone can be dealt with."		



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Nepenthe Association

History Items:	Date:	Type:	Description:
	06/12/2024	Owner Call	06.12.24 Homeowner submitted service request and photos.
	07/02/2024	Work Order Update	07.02.24 - Per Grounds Liaison, this work order is to be sent to Grove for evaluation and proposal. Once received, it will go to the Board for review.
	07/11/2024	Other Call	7/11/24 per carson prosal sent--per emailed dated 7/11
WO#: 1215804	Status: Open		Progress Code: Scheduled
Unit/Common Area: Clubhouse		Category: Air Conditioning/Heating	
Date Created: 06/07/2024	Date Completed:		Vendor:
Schedule Completion Date:			
Description:	IES proposal for HVAC replacement has been approved, not to exceed \$21,556		
History Items:	Date:	Type:	Description:
	06/07/2024	Work Order Update	06.07.24 - Emailed signed proposal to vendor. Opened work order to track any updates
	06/19/2024	Work Order Update	06.19.24 - Sent email to Greg at IES for status update on when this will be scheduled for replacement
WO#: 1215800	Status: Open		Progress Code: In-Progress
Unit/Common Area: Zone 2 Landscape		Category: Tree Maintenance	
Date Created: 06/07/2024	Date Completed:		Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	The Board approved Grove's proposal for tree work in Zone 2, not to exceed \$28,210		
History Items:	Date:	Type:	Description:
	06/07/2024	Work Order Update	06.07.24 - Board approved proposal during June Board Meeting
	07/11/2024	Other Call	7/11/24 Per email--in progress
WO#: 1214111	Status: Open		Progress Code: Scheduled
Unit/Common Area: 1581 University Ave		Category: Fences	
Date Created: 05/31/2024	Date Completed:		Vendor: Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	07.11.24 - Received confirmation from Critical Path Reconstruction that repairs will be completed on Wednesday, July 17th. CPR "The fence to this unit's courtyard is falling down and needs to be replaced or reinforced. " - HO We had our handyman go inspect first as it is in phase 3 and he took a video of it completely wobbling and weakly attached to the siding. Please create a proposal for the work needed to secure the fence. Thank you,		

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Work Orders

Nepenthe Association

History Items:	Date:	Type:	Description:
	05/29/2024	Work Order Update	05.29.24 We had our handyman go inspect first as it is in phase 3 and he took a video of it completely wobbling and weakly attached to the siding. Sent to CPR to create a proposal
	06/19/2024	Other Call	5/19/24 spoke with Luis today, he will check to Bill to see if the proposal can be done asap. N.Dhesi
	07/09/2024	Work Order Update	07.09.24 - Board approved proposal. Signed proposal was sent to CPR for completion.
	07/11/2024	Work Order Update	07.11.24 - Received confirmation from Critical Path Reconstruction that repairs will be completed on Wednesday, July 17th.
WO#: 1209969		Status: Open	Progress Code: Pending Board Decision
Unit/Common Area: 1182 Vanderbilt Way			Category: Landscape
Date Created: 05/13/2024		Date Completed:	Vendor:
Schedule Completion Date:			
Description:	Grounds "Between 1176 and 1182 Vanderbilt, no grass at all. Front of 1182 needs clean up and grass. Poor area." Thank you,		
History Items:	Date:	Type:	Description:
	05/13/2024	Other Call	HO submitted service request
	06/19/2024	Bid Provided	06.19.24 - Received proposal from Carson. Proposal to be included in July Board Meeting for Board review.
	07/11/2024	Work Order Update	07.11.24 - Proposal has been received by Carson. Proposal will be reviewed in July Grounds Meeting. Recommendations for the proposal will be provided to the Board for review during August Board Meeting.
WO#: 1209043		Status: Open	Progress Code: In-Progress
Unit/Common Area: 1425 Commons Dr			Category: Landscape Replacement
Date Created: 05/08/2024		Date Completed:	Vendor: Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	We would like to replace the plants in the vicinity of our front door with consultation from the grounds committee and Carson, see attached pictures. We would gladly pay for and even install the new plants.		
History Items:	Date:	Type:	Description:
	07/15/2024	Other Call	7/15/24 This will be looked by Zone 4 Steward next week. Homeowner , Roy would like to give his input and asked if someone can call him at 916 -799-7478 Thanks
WO#: 1208101		Status: Open	Progress Code: In-Progress

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Work Orders

Nepenthe Association

Unit/Common Area: Zone 1 Landscape		Category:	Tree Maintenance
Date Created: 05/03/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:		The Board approves the Zone 1 Tree Proposal in the amount not to exceed \$27,465. Thank you!	
History Items:		Date:	Description:
		07/11/2024	Other Call 7/11/24 Per Grove in progress.
WO#: 1207993	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1426 Commons Dr		Category:	Landscape Request
Date Created: 05/02/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:		Nepenthe Grounds Committee Requesting that the big bush in front of the window be removed and replaced with something smaller.	
History Items:		Date:	Description:
		05/02/2024	Other Call HO came in with service request.
WO#: 1206105	Status: Open	Progress Code:	Scheduled
Unit/Common Area: 9 Adelphi Ct		Category:	Gate - Pedestrian
Date Created: 04/24/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:		07.11.24 - Received confirmation from Critical Path Reconstruction that repairs will be completed on Monday, July 15th CPR Please inspect the fence and the gate and provide the proposal repair. Thanks please call 916-605-9466	
History Items:		Date:	Description:
		05/15/2024	Work Order Update 05.15.24 - Mike from Elite evaluated fence, it cannot open and close and needs to be repaired now. Management to reach out to CPR to provide proposals for replacement.
		05/29/2024	Other Call CPR is in process of giving us the proposal
		06/04/2024	Bid Provided 06.04.24 - Received proposal from CPR. Proposal to be reviewed during the July Board Meeting
		07/09/2024	Work Order Update 07.09.24 - Proposal was approved by Board. Signed proposal has been sent to CPR for completion.
		07/11/2024	Work Order Update 07.11.24 - Received confirmation from Critical Path Reconstruction that repairs will be completed on Monday, July 15th
WO#: 1205434	Status: Open	Progress Code:	Request Sent

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Nepenthe Association

Unit/Common Area: 1104 Dunbarton Cir		Category:	Landscape Request
Date Created: 04/22/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	Recently, some ivy was removed from in front of this home, but not all ivy was removed. Owner is requesting the remainder of the ivy be removed, due to not matching the rest of the landscape now and also request to add more plants to file in the bare areas. There are photos attached to show which areas are being referenced		
History Items:	Date:	Type:	Description:
	04/22/2024	Work Order Update	04.22.24 - Received request from owner, forwarding to grounds committee for review and feedback
WO#: 1204288	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 700 Elmhurst Cir		Category:	Landscape
Date Created: 04/15/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	Grounds I have requested this in the past but was turned down. I was told I don't have a drainage problem by a previous landscape company we used. However, with all this talk about our siding and fencing repair/replacement expenditures, I thought I would ask again. Whenever it rains, water pools by my gate and doesn't drain away but rather soaks into the soil. I lost a tree in the common area in front of my home a couple of years ago and the decomposing roots are changing the slope of my patio. I have personally added some pea gravel and tried to make a little trench to encourage drainage toward the street, but the slope is not enough to get the water to flow away from my fence. This was from the little bit of rain we got over the weekend. I am requesting a French drain be installed to keep the water away from my fence. P.S. I tried to do this on-line through: nepenthehomeowner.connectresident.com and received an error message??		
History Items:	Date:	Type:	Description:
WO#: 1202638	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 108 Elmhurst Cir		Category:	Landscape
Date Created: 04/05/2024	Date Completed:	Vendor:	
Schedule Completion Date:			
Description:	please see attached.		
History Items:	Date:	Type:	Description:
	05/14/2024	Work Order Update	05.14.24 - Proposal requested o May 10th per Grounds Committee
	05/24/2024	Work Order Update	05.24.24 - Proposal was requested by Management on May 10th. Once received, it will be reviewed at the following Board Meeting.
	06/19/2024	Bid Provided	06.19.24 - Received proposal from Carson. Proposal to be included in July Board Meeting for Board review.

Work Orders

Nepenthe Association

07/11/2024		Work Order Update	07.11.24 - Proposal has been received by Carson. Proposal will be reviewed in July Grounds Meeting. Recommendations for the proposal will be provided to the Board for review during August Board Meeting.
WO#: 1201213		Status: Open	Progress Code: Pending Board Decision
Unit/Common Area: 212 Dunbarton Cir		Category:	Landscape Request
Date Created: 03/29/2024	Date Completed:		Vendor:
Schedule Completion Date:			
Description:	Nepenthe Grounds Committee Repair to bare ground area along walkway and just above the driveway. The bare area- about 1 foot wide and 5 ft. wide Rain and irrigation water washes the dirt onto the driveway and walk area. Request - Minimal remediation to stop erosion, and mud/dirt in drive/ walkway. Location - Directly in front of 212 Dunbarton, between 302 + 304 Dunbarton.		
History Items:	Date:	Type:	Description:
	03/29/2024	Owner Call	Service Request from HO.
	04/01/2024	Work Order Update	04.01.24 - Service request has been forwarded to the grounds committee for zone steward review
	05/14/2024	Work Order Update	05.14.24 - Proposal requested o May 10th per Grounds Committee
	05/24/2024	Work Order Update	05.24.24 - Proposal was requested by Management on May 10th. Once received, it will be reviewed at the following Board Meeting.
	06/19/2024	Bid Provided	06.19.24 - Proposal has been received from Carson. Proposal to be included in July Board Meeting for Board review
	07/11/2024	Work Order Update	07.11.24 - Proposal has been received by Carson. Proposal will be reviewed in July Grounds Meeting. Recommendations for the proposal will be provided to the Board for review during August Board Meeting.
WO#: 1200869		Status: Open	Progress Code: Scheduled
Unit/Common Area: 705 Elmhurst Cir		Category:	Siding
Date Created: 03/27/2024	Date Completed:		Vendor: Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	07.11.24 - Received confirmation from Critical Path Reconstruction that repairs will be completed on Tuesday, July 16th		
History Items:	Date:	Type:	Description:
	05/29/2024	Other Call	per CPR this siding can not wait thill phase 2 repair. Proposal will be provided.
	06/19/2024	Other Call	spoke with Luis today, he will check to Bill to see if the proposal can be done asap.
	07/09/2024	Work Order Update	07.09.24 - Board approved proposal. Signed proposal was sent to CPR for completion.



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07/11/2024		Work Order Update	07.11.24 - Received confirmation from Critical Path Reconstruction that repairs will be completed on Tuesday, July 16th
WO#: 1199255		Status: Open	Progress Code: Pending Board Decision
Unit/Common Area: 1461 University Ave			Category: Landscape
Date Created: 03/19/2024		Date Completed:	Vendor:
Schedule Completion Date:			
Description:	From Resident: "Lawn in my front yard is on a slope and will not grow grass. Please try to put grass in the dirt area."		
History Items:	Date:	Type:	Description:
	03/19/2024	Work Order Update	03.19.24 - This request has been forwarded to the grounds chair/board liaison for next steps.
	03/27/2024	Work Order Update	03.27.24 - Service request has been given to the grounds committee for review and recommendations
	05/14/2024	Work Order Update	05.14.24 - Proposal requested o May 10th per Grounds Committee
	05/24/2024	Work Order Update	05.24.24 - Proposal was requested by Management on May 10th. Once received, it will be reviewed at the following Board Meeting.
	06/19/2024	Bid Provided	06.19.24 - Received proposal from Carson. Proposal to be included in July Board Meeting for Board review.
	07/11/2024	Work Order Update	07.11.24 - Proposal has been received by Carson. Proposal will be reviewed in July Grounds Meeting. Recommendations for the proposal will be provided to the Board for review during August Board Meeting.
WO#: 1198990		Status: Open	Progress Code: Scheduled
Unit/Common Area: Zone 4 Landscape			Category: Drainage
Date Created: 03/18/2024		Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Board approved proposal for drain installation from down spouts in Zone 4. Dunbarton Circle: 304, 308, 502, 504 Project not to exceed \$10,900 as approved by the Board of Directors.		
History Items:	Date:	Type:	Description:
	03/27/2024	Work Order Update	03.27.24 - Project is slated to begin in April, right before the siding repairs are scheduled to begin
	07/12/2024	Other Call	7/12/24 Per Oscar, waiting on CPR to finish the job
WO#: 1198985		Status: Open	Progress Code: Scheduled
Unit/Common Area: Zone 4 Landscape			Category: Drainage



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Date Created: 03/18/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Board approved proposal for drain installation from down spouts in Zone 4. Dunbarton Circle: 102, 200, 202, 216 Project not to exceed \$10,900 as approved by the Board of Directors.		
History Items:	Date:	Type:	Description:
	03/27/2024	Work Order Update	03.27.24 - Project is slated to begin in April, right before the siding repairs are scheduled to begin
	07/13/2024	Other Call	7/12/24 7/12/24 Per Oscar, waiting on CPR to finish the job
WO#: 1198977	Status: Open	Progress Code:	Scheduled
Unit/Common Area: Zone 4 Landscape		Category:	Landscape Replacement
Date Created: 03/18/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Board approved proposal for shrub removal/stump removal and remediation in the selected areas only at Zone 4. Dunbarton Circle: 300, 302, 304, 306, 500, 502, 504, 506, 508, 510, 512, 514, 516 Please note, these units are not scheduled for siding repairs until the first week of May. Please do not remove plantings too early. Thank you! Project not to exceed \$56,680 as approved by the Board of Directors.		
History Items:	Date:	Type:	Description:
	03/27/2024	Work Order Update	03.27.24 - Project is slated to begin in April, right before the siding repairs are scheduled to begin
	06/19/2024	Work Order Update	06.19.24 - Progress billing received for this work order. Invoice #427425 in the amount of \$18,895. Remaining to be billed is \$37,785
	07/12/2024	Other Call	7/12/24 7/12/24 Per Oscar, waiting on CPR to finish the job
WO#: 1198974	Status: Open	Progress Code:	Scheduled
Unit/Common Area: Zone 4 Landscape		Category:	Landscape Replacement
Date Created: 03/18/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Board approved proposal for shrub removal/stump removal and remediation in the selected areas only at Zone 4. Dunbarton Circle: 108, 110, 112, 114, 116, 118 Commons Dr: 1403, 1405, 1407, 1411 Please note, these units are not scheduled for siding repairs until the first week of May. Please do not remove plantings too early. Thank you! Project not to exceed \$52,320 as approved by the Board of Directors.		



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History Items:	Date:	Type:	Description:
	03/27/2024	Work Order Update	03.27.24 - Project is slated to begin in April, right before the siding repairs are scheduled to begin
	06/19/2024	Work Order Update	06.19.24 - Progress billing received for this work order. Invoice #427425 in the amount of \$17,400. Remaining to be billed is \$34,880
	07/12/2024	Other Call	7/12/24 Per Oscar, waiting on CPR to finish the job
WO#: 1198970	Status: Open	Progress Code:	Scheduled
Unit/Common Area: Zone 4 Landscape		Category:	Landscape Replacement
Date Created: 03/18/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Board approved proposal for shrub removal/stump removal and remediation in the selected areas only at Zone 4. Dunbarton Circle: 100, 102,104, 106, 200, 202, 204, 206, 208, 210, 212, 214 216 Please note, these units are not scheduled for siding repairs until the first week of May. Please do not remove plantings too early. Thank you! Project not to exceed \$47,960 as approved by the Board of Directors.		
History Items:	Date:	Type:	Description:
	03/27/2024	Work Order Update	03.27.24 - Project is slated to begin in April, right before the siding repairs are scheduled to begin
	06/19/2024	Work Order Update	06.19.24 - Progress billing received for this work order. Invoice #427425 in the amount of \$15,987. Remaining to be billed is \$31,973
	07/12/2024	Other Call	7/12/24 Per Oscar, waiting on CPR to finish the job
WO#: 1198709	Status: Open	Progress Code:	Received
Unit/Common Area: 1012 Dunbarton Cir		Category:	Landscape
Date Created: 03/15/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:	From Resident: "The landscapers removed 3 trees in the area between my home and the home next door. They planted 3 small ground cover size plants; then removed 2; now just 1 small plant remains (pic attached). Prox 3 months ago, I requested to Nirmal to plant a Japanese maple like the one planted and now removed from the front of 1018 dunbarton. I now again request that a Japanese maple be planted near my home"		
History Items:	Date:	Type:	Description:
	03/19/2024	Work Order Update	03.19.24 - This request has been forwarded to the grounds chair/board liaison for next steps.
	03/27/2024	Work Order Update	03.27.24 - Service request has been given to the grounds committee for review and recommendations

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WO#: 1198695	Status: Open	Progress Code:	Pending Proposal
Unit/Common Area: 2 COLBY Ct		Category:	Landscape
Date Created: 03/15/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	From Resident: "Request rock or planting along side fence, rock preferred please - no ivy please"		
History Items:	Date:	Type:	Description:
	03/19/2024	Work Order Update	03.19.24 - This request has been forwarded to the grounds chair/board liaison for next steps.
	03/27/2024	Work Order Update	03.27.24 - Service request has been given to the grounds committee for review and recommendations
	05/14/2024	Work Order Update	05.14.24 - Proposal requested o May 10th per Grounds Committee
	05/24/2024	Work Order Update	05.24.24 - Proposal was requested by Management on May 10th. Once received, it will be reviewed at the following Board Meeting.
WO#: 1198678	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 1182 Vanderbilt Way		Category:	Landscape
Date Created: 03/15/2024	Date Completed:	Vendor:	
Schedule Completion Date:			
Description:	From Resident: "Front door area - no grass - they keep mowing over mud spots. Tree in front of home needs spray - bugs. Side of home no grass and there is one dead tree and a huge pine tree that needs trimming."		
History Items:	Date:	Type:	Description:
	03/15/2024	Work Order Update	03.15.24 - Received service request, forwarding to zone stewards for recommendations
	03/27/2024	Work Order Update	03.27.24 - Service request has been given to the grounds committee for review and recommendations
	05/14/2024	Work Order Update	05.14.24 - Proposal requested o May 10th per Grounds Committee
	05/24/2024	Work Order Update	05.24.24 - Proposal was requested by Management on May 10th. Once received, it will be reviewed at the following Board Meeting.
	06/19/2024	Bid Provided	06.19.24 - Received proposal from Carson. Proposal to be included in July Board Meeting for Board review.
	07/11/2024	Work Order Update	07.11.24 - Proposal has been received by Carson. Proposal will be reviewed in July Grounds Meeting. Recommendations for the proposal will be provided to the Board for review during August Board Meeting.
WO#: 1198676	Status: Open	Progress Code:	Pending Board Decision

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Unit/Common Area: 1182 Vanderbilt Way		Category:	Landscape	
Date Created: 03/15/2024	Date Completed:		Vendor:	
Schedule Completion Date:				
Description:	From Resident: "Second or third request. Please replace bush at my front door that someone took away. Since I am right on the street the area is barren from the street looking at the condos."			
History Items:	Date:	Type:	Description:	
	03/15/2024	Work Order Update	03.15.24 - Received service request in office, forwarding to zone stewards for recommendations	
	03/27/2024	Work Order Update	03.27.24 - Service request has been given to the grounds committee for review and recommendations	
	05/14/2024	Work Order Update	05.14.24 - Proposal requested o May 10th per Grounds Committee	
	05/24/2024	Work Order Update	05.24.24 - Proposal was requested by Management on May 10th. Once received, it will be reviewed at the following Board Meeting.	
	06/19/2024	Bid Provided	06.19.24 - Received proposal from Carson. Proposal to be included in July Board Meeting for Board review.	
07/11/2024	Work Order Update	07.11.24 - Proposal has been received by Carson. Proposal will be reviewed in July Grounds Meeting. Recommendations for the proposal will be provided to the Board for review during August Board Meeting.		
WO#: 1195746		Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 709 Dunbarton Cir		Category:		Landscaping
Date Created: 02/27/2024	Date Completed:		Vendor:	
Schedule Completion Date:				
Description:	After removal of fallen and damaged deodar cedars on the east side of our house in August last year, the bare slope was planted with 9 English laurels. The flat area below, which was scraped clean during the removal operation, a line of euonymus bushes replaced the ivy and spotty grass and tree roots that had existed there for years. This work has created 4 problems: 1) drainage to a nearby sump grate was interrupted and much water and leaves and mud flow around the drain and into the alley. 2) a damaged birch tree had not yet been removed so a gap was left on the line of euonymus which had not yet been completed since the birch was removed. 3) a tiny little rose was placed outside our window to replace a kangaroo paw bush and looks out of place there. and 4) we still have piles of broken branches in the same spot which have not been cleaned up. I have photos, but a trip out here would be more useful to understand. I have been cleanin =up these piles a little each week in our organics wasted bin. Lastly could you please tell us if the two remaining, leaning and damaged cedars are slated for removal? Jae messaged Paul about this but we never heard and are wondering if that is a reason for delaying the completion of the project.			
History Items:	Date:	Type:	Description:	
	03/19/2024	Work Order Update	03.19.24 - This request has been forwarded to the grounds chair/board liaison for next steps.	
	03/27/2024	Work Order Update	03.27.24 - Service request has been given to the grounds committee for review and recommendations	

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Nepenthe Association

07/12/2024	Work Order Update	07.12.24 - Per Grounds Committee Board Liaison, the first paragraph was in the proposal approved in Grounds Committee meeting 07.11.24. going to the Open Board Meeting in August.	
07/12/2024	Work Order Update	07.12.24 - The second paragraph was denied because the permits were not approved by the city.	
WO#: 1187494		Status: Open	Progress Code: Request Sent
Unit/Common Area: 2315 Swarthmore Dr		Category:	Siding
Date Created: 01/12/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	The Association's handyman found substantial siding damage on this home. Can you please provide a proposal for the siding repairs? Thank you!		
History Items:	Date:	Type:	Description:
	01/12/2024	Other Call	Homeowner came into office.
	03/27/2024	Work Order Update	03.27.24 - Proposal is still pending from CPR, Management requested update
	05/15/2024	Work Order Update	05.15.24 - Mike from Elite went to home and there was no answer. He will try again next Wednesday on May 22
	06/19/2024	Work Order Update	06.19.24 - Mike from Elite evaluated siding and found substantial damage. Forwarding work order to CPR to provide proposal for repairs.
	07/11/2024	Work Order Update	07.11.24 - Received proposal for repairs. Will be reviewed during board meeting in August
WO#: 1147579		Status: Open	Progress Code: Pending Board Decision
Unit/Common Area: 4 Colby Ct		Category:	Landscape
Date Created: 06/21/2023	Date Completed:	Vendor:	
Schedule Completion Date:			
Description:	Replace dead lawn around and in front of my home Workorder was closed but we have no reccomendation or detail. H/O wants a status update. This has to wait until further discussion, no ground covers are being approved as of yet----per christina--10/18/2023		
History Items:	Date:	Type:	Description:
	04/01/2024	Work Order Update	04.01.24 - Service request has been forwarded to the grounds committee for zone steward review
	05/14/2024	Work Order Update	05.14.24 - Proposal requested o May 10th per Grounds Committee
	05/24/2024	Work Order Update	05.24.24 - Proposal was requested by Management on May 10th. Once received, it will be reviewed at the following Board Meeting



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Nepenthe Association

06/14/2024	Other Call	Hi Mary We are waiting for a proposal from grounds committee. Once we receive the proposal it will go for board approval. Thank you. per nicole
06/19/2024	Bid Provided	06.19.24 - Received proposal from Carson. Proposal to be included in July Board Meeting for Board review.
07/10/2024	Work Order Update	07.10.24 - Proposal has been received by Carson. Proposal will be reviewed in July Grounds Meeting. Recommendations for the proposal will be provided to the Board for review during August Board Meeting.

GM Report.docx

Nicole Marks, CMCA, AMS
General Manager
GM Report – August 7, 2024:

- **Concrete Repairs:** Breault will begin concrete trip hazard repairs in Zones 4, 5, 6, and 7 during August and September. Please be aware of the signage and cones you might see in each of those zones. The schedule for repairs is below.

Zone 4 – August 8th & 9th

Zone 5 – August 14th, August 21st, August 22nd

Zone 6 – September 3rd-5th

Zone 7 – September 6th

- **Phase 2 Delay:** Phase 2 was originally scheduled to begin August 5th. Due to a delay, Phase 2 will begin on August 12th.
- **Phase 2 Informational Packet:** Management has created an information packet for the membership regarding the Phase 2 Siding/Fence Repairs. A physical copy is available in the clubhouse lobby.
- **Website Redesign:** Management is currently in the process of redesigning the Nepenthe HOA website. The new website will be easier to navigate and more visually appealing. If you have any feedback or ideas you would like to share, please feel free to reach out.
- **Recall Election Update:** Candidate solicitation window has closed. Pre-ballot notices are scheduled to be sent out this week. Schedule for recall election provided below:
 - 8/8/24 – ballots mailed
 - 9/16/24 – mailed ballot deadline
 - 9/18/24 - recall meeting

2024-07-04 ARC Minutes_Final.docx

NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES
Thursday, July 4, 2024

July 4, 2024, Thursday, at 5:30 pm meeting was canceled because of the holiday, with this month's business being conducted via email only.

Members participating: Alan Watters, chairperson; Allen Davenport; Paul Serafimidis, Pat Singer.

Members absent: none

Also copied: Brian Coates, Board Liaison.

A. Introductions. none

B.1. Homeowner requests not voted on: none.

B.2. Homeowner Requests Recommended to be Approved: (With conditions if so noted; with all votes unanimous unless otherwise noted.)

1. **702 Elmhurst Circle** – Two patio slider replacements are requested in this 4000 model. Kitchen and office patio sliding doors are to be replaced with Simonton Daylight Max Patio Doors (one X/O and one O/X/O) with the exterior color being Bronze via a retrofit installation. The contractor is to be C.E.C.S. A City permit is required by City codes. Voting was conducted by email with all four Committee members voting yes by July 3, 2024. **Approval Recommended.**
2. **28 Adelphi Court** – A replacement HVAC system was installed without an application approval in this 1400 model in August, 2022, with new refrigerant line set installed on top of the siding encased under a metal cover. The contractor was Love & Care Heating & Air. Subsequently, an application was submitted for this installation, which the A.R.C. denied in November, 2022. The resident has now re-installed the line set underground, which meets the guidelines set out in the *Rules for Home Improvement*. Voting was conducted by email with all four Committee members voting yes by July 11, 2024. **Approval Recommended.**
3. **814 Elmhurst Circle** – Sunshade structure installation is requested in this 2300 Model. This installation is essentially the same as one approved by the ARC in September, 2020 for 901 Elmhurst. The shade panel will be a "ColourTree Customize Rectangle 9' x 14' Sun Shade Sail" affixed to the underside of the exposed beams projecting out over the patio area in this patio home. The material is described as "premium 190gsm 100% non-recycled high-density polyethylene (HDPE) and stainless-steel grade 314 D-rings" with cables anchoring the shade to the mounted rings. The color is to be beige, to match the exterior color of the home. The mounting will see bolts sunk at a diagonal angle at the intersection of the lower header beam and the siding-covered structural framing inside the wall, with a similar mounting for the bolts at the top of the beamed opening over the patio. The homeowner is to act as her own contractor. Additionally, the homeowners plan to take the shade down during winter, November through April. Voting was conducted via email, with all four

Committee members voting yes by July 19, 2024. **Approval Recommended with Conditions: the homeowner will accept the responsibility for removing the mounting hardware and reinstalling it at the time of siding maintenance.**

4. **718 Elmhurst Circle** -- Two-bedroom windows and one stairwell window are requested for this 5500 model. The windows are to be replaced with Simonton Daylight Max windows with the exterior color being Bronze via a retrofit installation. The contractor is to be C.E.C.S. A City permit is required by City codes. Voting was conducted by email with all four Committee members voting yes by July 24, 2024. **Approval Recommended.**

B.2.A. Homeowner Requests Approved via Emergency Approvals:

1. **1417 Commons Drive** – Emergency HVAC replacement is requested for this 5500 model. Requested is the installation of a 15.2-SEER, 4-ton Carrier Comfort 80 gas furnace and air conditioning compressor. The existing refrigerant line set is to be re-used, and no new wiring needs to be installed on the exterior. The compressor will be sited in the same location as the previous one. The contractor is to be Garick Air Conditioning Service, Sacramento, CA. A City permit is required by City codes. Voting was conducted by email with all four Committee members voting yes by July 23, 2024. **Emergency Approval was Granted on July 23, 2023.**

B.2.B. Homeowner Requests Not Recommended for Approval:

1. **1117 Commons Drive** – A replacement HVAC system was installed without ARC review and approval in this 1720 model. This is a retroactive application submitted to bring this home into compliance. In August, 2021, a Goodman heat pump model GSZ140T361KC and a new refrigerant line set were installed. The compressor, in its original location close to the gate, is set away from the home, so these refrigerant lines were enclosed under a metal cover, with the line set running horizontally mounted on the siding of neighboring 1119 Commons Dr., and then running vertically up the siding of 1117 Commons Dr. To date, the metal casing has never been painted. The application submitted had a contradiction regarding the "proposed" work: The questionnaire says that the lines are to be replaced, but the contractor's proposal states that the compressor is going to be replaced, and the lines flushed. Nothing was written about relocating the line set. No additional explanation was provided by the resident. As a result of the inconsistencies in the application and the fact that the current installation is out of compliance with Nepenthe's *Rules for Home Improvements*, the Committee unanimously voted to deny this application on July 25, 2024. **Denial is recommended.**
2. **201 Elmhurst Circle** – Windows replacement: two sliding windows and three patio slider replacements are requested for this 3300 model. Renewal by Anderson is the contractor who will use their own brand windows: Narroline style patio sliding doors with the exterior color being Andersen's "Dark Bronze." The two sliding window installations will utilize Renewal by Andersen's Acclaim™ window line. The configuration of the windows and doors will not change. This

Acclaim window product is new to Andersen and has not been applied for before in Nepenthe. The brochure supplied with the documentation does not mention any Acclaim product, nor is there any documentation of the dimensions or design of the frames themselves. The applicant has been phoned twice and emailed twice but has not replied to the ARC. Voting was conducted by email with three Committee members voting no and one abstaining on July 29, 2024. **Denial is recommended.**

3. **1136 Vanderbilt Way** – This retroactive application is for a multicolor painted front door on this 2000 model. This flush door was painted by the resident without HOA Office approval in equal rectangular sections using 5 different colors of paint (all colors used were from the approved door paint list), the colors being Dunn-Edwards DEA150, DE5894, DE5355, DE5537 and DEA187.

The ARC reviewed the Nepenthe CC&Rs, ARC's *Rules for Home Improvement*, and the *Nepenthe Association Community Rules*, and determined that none of the documents specifically stated that front doors may be painted with more than one approved color. Additionally, the ARC, following its remit defined in the *Nepenthe CC&Rs Section 4.6.8 - Basis for Approval of Improvements*, finds the use of multiple colors not to be in harmony with the exterior design and colors used in other immediate existing structures. The ARC has concluded that all front doors must be consistent with the architectural and aesthetic standards prevailing within Nepenthe and be true to the original architectural design and colors of this Robert Powell community. All four Committee members have voted to deny this application on July 26, 2024. **Recommendation: deny application and request the resident to immediately choose one color and repaint the door by September 1, 2024.**

C. Old Business: None.

D. New Business: None.

E. Estoppel Inspections: A number of inspections were performed by Committee members.

F. Notices of Completion: None.

Respectfully submitted, Pat Singer, Secretary

Nepenthe outreach committee July 2024 minutes.pdf

Nepenthe Outreach Committee Meeting Minutes

July 10, 2024

Nepenthe Clubhouse

Present:

Marcy Best, Chair

Joan Barrett

Theresa McCrackin

Gerry Gelfin

Tonae Hasik

Carol Duke

Ann Bennett

Bonnie Jacobson, Secretary

Cheryl Nelson, Board Liaison

Members Absent:

Yvonne Del Biaggio

Jan Beale

Nancy Arndorfer

Pat Furukawa

Lora Slevin

The Meeting was called to order by Marcy Best, chair at 4:00 pm.

Old Business:

Recap of 4th of July Parade, 7/4/24

Marcy reported that the event was a success and 80-90 people attended. Gross revenue from hot dog sales was \$407. The expenses and net profit figures need to be determined. For the 2025 event, the following changes were recommended;

--Signs regarding where to purchase food should be placed at both the ticket and food tables.

--Separate the condiment table from the hot dog tables to avoid a log jam.

Bonnie will complete the Event Recap form to be included in the Outreach Committee binder

Carol reported that there were 10 new Nepenthe residents who have received or will receive welcome packets: Yi Haw Chen--1047 Commons; Rachna and Sanjana Goli--1390 Commons; Darlene Schoppman--200 Dunbarton; Georgiana White—403 Dunbarton; Marshall Kamph—411 Dunbarton; Richard and Gay Steere—206 Elmhurst; Tara Flanagan—209 Elmhurst; William and Sue Cole 302 Elmhurst; Colleen Cheng—2240 Swarthmore; Michael Houston and Tina Wang—2326 Swarthmore

New Business:

Marcy reported the **Howlin' Alan Band** will perform at Nepenthe's Music by the Pool event on September 8, 2024 from 6-8 pm. We discussed the possibility of selling hot dogs at the event and Marcy will look into the availability of a barbecue grill.

Bunco is scheduled at the clubhouse on 8/15/24 from 6-8 pm.

Tonae reported on a co-sponsored music event with Nepenthe/Campus Commons which will take place at the Campus Commons clubhouse on 9/22/24 at 2:00 pm. The performance will be presented by **Clarisonix**, a clarinet ensemble. Price is \$5 cash, at the door.

Meeting was adjourned at 5:15 pm.

Respectfully submitted,

Bonnie Jacobson, Secretary

Information to the Board

The Outreach Committee has no information for the Board at this time

Request for Board Action

There is no request for Board action at this time.

Next Outreach Committee Meeting will be Wednesday, August 14, 2024 at 4:00 pm—

Nepenthe Clubhouse

ILS Committee Meeting minutes 7-11-2024.pdf

ILS Committee Meeting Minutes

Page 1

Date: July 11, 2024
Time: 5:30 p.m.
Attendees: Jackie Grebitus, Chair-person
Leslie Arnal, Member
Ricardo Pineda, Member
Pam Dimaggio, Member
Markus Dascher, Board liason

1. AED: California Health and Safety Code Section 1797.196 states, among other things, that when an AED is placed in a building, the building owner shall, at least once a year, offer demonstration to at least one person associated with the building so that the person can be walked through how to use an AED properly in an emergency. The committee discussed the fact that this requirement, among others, would be hard to implement from year to year. In light of this and previous conversations about the AED, the committee is dropping its request to purchase an AED. Ricardo will look into CPR training, which needs to be privately held and sponsored.
2. Security Patrol: Currently, the duties of Securitas each night is to do a facility lock up check from 10pm to 6am. The guard has a list of checkpoints where he reports items such as: the doors being locked, lights turned off, and checking for suspicious activity or persons still in the facilities. Additionally, if the guard encounters any suspicious activity or persons, an additional report is sent. Markus Dashcher asked Securitas for security proposal that they, Securitas, would deem effective. Securitas provided three proposals: 1) 3 patrol people from 12 am to 6 pm, approximately \$230,000 annually, 3 year contract; 2) Cameras with remote monitoring, approximately \$50,000 annually, 3 year contract Cameras are now not monitored; 3) Intrusion detection for main club house, \$5,448 annual, 3 year contract. The committee discussed and agreed that while there are incidents with individual homeowners as in any neighborhood, the incidents do not seem unusually frequent, and that homeowners have a responsibility to provide their own security. On the other hand, the pools, in particular Dunbarton, but also possibly the main club house, are regularly breached over night, causing certain clean up and repair costs. It is a given that we need a system for checking the security of the facilities at night. The current contract should continue. However, given the reluctance to add to Nepenthe's annual budget, it may be more cost productive to make permanent changes to infrastructure before implementing additional annual expenses.

The committee suggests:

- **Have First Services obtain a proposal for adding locking system to the main club house front door that can be unlocked from the inside using a push button.**
- **Fix mesh to the side of every pool gate so that a person cannot reach around the gate to open it.** See picture attached of an example from one of the apartments near the levy.

- **Fix mesh to the top of the gate AND just to the side of every pool gate.** The goal would be to prevent someone from wrapping their hands around the top of the gate or being able to place a foot on top or off to the side of the gate. One of the committee members has personally seen someone hop over the side of the gate by grabbing the top of it. The committee agrees that the fence line in general is vulnerable to determined trespassers. However, the most likely means of ingress is over or near the gate. This means of ingress, at least, can be fixed, and then more analysis can be done to determine if these improvements eliminate most of the incidents. The attached picture shows soft spikes attached to the front of the gate. The committee recommends mesh so that you cannot place a hand on the top of the gate.
 - With regard to **Dunbarton** in particular, the pool equipment side of the building offers easy ingress. **The committee recommends that First Services secure a quote to extend the fence from the existing fence to an angle around the air conditioning unit, leaving enough space between the fence the air conditioning unit so that a climber cannot jump onto the unit. Diagram is attached.**
 - With regard to Dunbarton, the brick fencing offers easy ingress. **The committee recommends that First Services secure a quote to re-install somewhat taller metal fencing to the outside of the brick (rather than in the back of the brick), and that meshing be secured to the metal fencing to prevent someone from securing a foothold on the brick. See attached picture of current brick/fence intersection on one of the corners.**
3. Flood Control Forum: The committee was advised that the Board is not inclined to approve flood forum per se. The committee states that if the Board would like to coordinate or participate in some other type of educational event, the Board is welcome to provide guidance and direction to the committee.

6:45 p.m end of meeting. Next meeting is scheduled for August 13, 2024, at 5:30 p.m.

07-22-24 Minutes, Grounds Committee (pdf).pdf

Grounds Committee Meeting Minutes
Monday, July 22, 2024 at 3:00 pm
Nepenthe Clubhouse & Via Zoom

Members Present

Jim Shaw, Chair & Zone 6

Theresa McCrackin, Zone 1

Mary Gray, Zone 3

Paula Connors, Zone 4

Don Ellwanger, Zone 5

Jean Dascher, Zone 7

Also Present

Christina George, Board Liaison

Nicole Marks, General Manager

Julienna Michel, Admin. Asst.

Paul Dubois, Grove Total Tree Care Arborist

Members Absent

Diane Durawa, Zone 2

Homeowners Present: Carol Duke, Nina White

Agenda Items

Jim Shaw called the meeting to order at 3:00 pm.

Approval of the July 11 Meeting Minutes

A motion was made by **Paula Connors** and seconded by **Mary Gray** to approve the minutes for the July 11, 2024 meeting. Minutes approved.

Chair Report

Jim Shaw stated that the purpose of this second July Grounds Committee meeting was to complete unfinished work from the July 11 meeting agenda.

He asked that those Zone Stewards who had received Homeowner Landscape Requests submit their notes and photos to the Committee Chair by the end of the first week in August.

Jim requested that if a Steward sees something in their zone that needs corrective action, to give the Committee Chair a “heads-up” courtesy notice for follow-up, rather than directly contacting the GM’s office.

NOTE: This narrow request about Zone Stewards reporting in their zones is not intended to prevent any owner, including Stewards, from directly contacting the GM’s office should they see a serious/potentially serious situation.

Mary Gray asked whether Homeowner Landscape Requests were recorded in a database and tracked as they go through the approval process. **Christina George** affirmed that they were.

Grove Tree Report and Work Proposal, Zone 4

Paul Dubois reviewed the findings of his Basic Visual Inspection of the trees in Zone 4. His report supported recommendations for work in three categories:

<u>Proposed Work</u>	<u># of Trees</u>
Tree Removal	1
Tree Pruning, Priority Level A	14
Tree Pruning, Priority Level B	5

Paula Connors moved that the Committee advise the Board to defer the proposed work on the trees in Priority Level B and approve the proposed work for the Tree Removal and the Tree Pruning, Priority Level A. The motion was seconded by **Mary Gray** and carried with 3 votes for, 2 votes opposed, and 1 abstention.

Paula asked how homeowners are informed about tree removals. **Paul** explained that for bigger trees, Grove displays signs near the removal site that inform the neighborhood that the tree will be removed within 30 to 60 days. **Christina** added that the homeowners who live at the tree site's address are also notified by Management about the tree removal and given an approximate date on which the work will be done.

Meeting adjourned at 3:40 pm.

Next Grounds Committee Meeting:
Thursday, August 15 at 3pm
Nepenthe Clubhouse and via Zoom

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07-11-24 Minutes, Grounds Committee (pdf).pdf

**Grounds Committee Meeting Minutes
Thursday, July 11, 2024 at 3:00 PM
Nepenthe Clubhouse & Via Zoom**

Members Present

Jim Shaw, Chair & Zone 6

Theresa McCrackin, Zone 1

Diane Durawa, Zone 2

Mary Gray, Zone 3

Paula Connors, Zone 4

Don Ellwanger, Zone 5

Jean Dascher, Zone 7

Also Present

Christina George, Board Liaison

Nicole Marks, General Manager

Julienna Michel, Admin. Asst.

Oscar Lopez, Carson Account Mgr.

Paul Dubois, Grove Total Tree Care Arborist

Homeowners Present: John Apostolo, Barbara Beddow, Carol Duke, Sue Henderson, Peter Klein,
Don Landsittel, Ann Pasiuk, Dale Shaw

Agenda Items

Jim Shaw called the meeting to order at 3:00 pm.

Approval of May Meeting Minutes

A motion was made by **Jim Shaw** and seconded by **Don Ellwanger** to approve the Minutes for the May 16, 2024 Committee meeting. The Minutes were approved.

Chair Report

Jim Shaw welcomed the new and continuing members of the Committee, as well as those homeowners attending in-person and on Zoom.

He noted that the proposals presented to the Committee for work to be done on Nepenthe grounds were based upon the findings of professionals and Committee members during site visits.

He informed Committee members that, at this stage in the decision-making process, their focus should be on assessing the need for, and scope of, the work presented in the proposals. The proposals, accompanied by the Committee's observations and recommendations, would then go to the Nepenthe Board of Directors for their consideration.

Liaison Report

Christina George reported that Nick Schebert from Carson will attend the August 15 Committee meeting to present information and answer questions about Assembly Bill 1572—the Bill that would restrict the use of potable water on non-functional turf.

She also informed Committee members that the Board had approved the Committee's recommendation to have a survey done to determine the boundary between Nepenthe and Campus Commons, where the responsibility for the care of several redwood trees is in question.

Carson Report

Coming up in July:

- I/F spraying
- Deep watering
- Weed control applications
- Crews are up-to-date on routine landscape maintenance.

Oscar Lopez noted that the initial dates scheduled for weed control applications in July would most likely need to be changed, due to the negative effect of excessively high temperatures upon the chemicals.

Carson Landscape Proposals

Proposals 1, 2A, & 2B

Zones: 1, 2, 4, 5, 6, 7

Locations: 1182, 1323 Vanderbilt Way

108, 503 Elmhurst Circle

Zone 4 Cabana

Type of Work: Responses to Homeowner Landscape Requests

Several Committee members expressed confusion about the roles of Option A and Option B in this set of proposals.

Theresa McCrackin recounted background information and the Committee's past discussion regarding the Board's reaction to the uncertainty of AB 1572 and its subsequent policy to curtail the remediation of turf blemishes in the community. (See the June 5, 2024 Nepenthe Board Packet, page 59.)

She added that Options A and B in this set of proposals were requested by the Board for inclusion in the proposal to help them discern the merits and limitations of remediating turf blemishes by (A) laying sod or by (B) planting seed. Though planting seed is more economical than laying sod, **Oscar Lopez** emphasized that it is a viable option only when done between mid-August and mid-September.

Mary Gray moved that the Committee advise the Board to approve this proposal using Option B (planting seed) for remediating turf. **Jim Shaw** seconded the motion. There were 5 votes for, 1 vote opposed, and 1 abstention. The motion was approved.

Proposal 3

Location: 212 Dunbarton Circle

Type of Work: Response to Homeowner Landscape Request

Jean Dascher moved that the Committee advise the Board to approve this proposal. **Diane Durawa** seconded the motion. There were 5 votes for and 2 abstentions. The motion was approved.

Proposal 4

Zone: 5

Locations: 1083, 1095, 1113, 1125, 1213, 1329 Vanderbilt Way

Type of Work: Remediation of Tree Removal Sites

Don Ellwanger moved that the Committee advise the Board to approve this proposal. **Diane Durawa** seconded the motion. The motion was approved unanimously.

Proposal 5

Zones: 2 & 6

Locations: 2236, 2242, 2243, 2264, 2265, 2277 Swarthmore Drive

1026 Vanderbilt Way

408, 504, 720 Elmhurst Circle

Type of Work: Remediation of Tree Removal Sites

Diane Durawa moved that the Committee advise the Board to approve this proposal. **Jim Shaw** seconded the motion. The motion was approved unanimously.

Proposal 6

Zones: 1, 3, & 4

Locations: 16 Adelphi Court

1037, 1041 Commons Drive

108, 303, 308, 709, 1003 Dunbarton Circle

Type of Work: Remediation of Tree Removal Sites

Oscar Lopez explained that the work at 108 Dunbarton Circle had been completed. The work at 308 Dunbarton Circle will be done with the Pink Area Remediation Work Order. The cost for the work at these two sites was not included in this proposal.

Jim Shaw moved that the Committee advise the Board to approve this proposal. **Jean Dascher** seconded the motion. The motion was approved unanimously.

Grove Tree Reports and Work Proposals, Zones 3 and 4

Paul Dubois announced new Tree Walk dates for Zones 5, 6, and 7, as follows:

- Zone 5 July 30
- Zone 6 July 31
- Zone 7 August 26

Walks will begin at 9:00 AM at starting locations to be determined.

In response to a homeowner's comment earlier in the meeting, Paul explained that his crews aim to maintain a clearance space of 6 to 8 feet between tree limbs and homes, roofs, and chimneys. During the growing season, some limbs may push out to reduce that clearance. In those cases, homeowners are encouraged to report the conditions to the Nepenthe Office. Grove crews will come out to remedy the condition at no cost to the Association.

Paul reviewed the findings of his Basic Visual Inspection of the trees in Zone 3. His report supported recommendations for work to be done on 19 trees, which included 3 tree removals.

Paul's proposal divides the trees into two priority categories, Level A and Level B. The trees in both priority levels require pruning to promote their health and reduce the likelihood of limb failure. The trees in Priority Level A, however, are located close to structures, increasing the chances of major property damage due to limb failure. The trees in Priority Level B are located away from structures, making major property damage due to limb failure less likely.

Paul submitted the Zone 3 Tree Work Proposal for trees in Priority Levels A and B in the amount of \$21,635.

Mary Gray moved that the Committee advise the Board to approve the work on only the trees in Priority Level A in the Grove Tree Work Proposal for Zone 3. The motion was seconded by **Paula Connors**. There were 2 votes for, 4 votes opposed, and 1 abstention. The motion failed.

Jim Shaw moved that the Committee advise the Board to approve the Grove Tree Work Proposal for Zone 3, as written. With 5 votes for the motion, the motion was approved.

Paula Connors, the new Steward for Zone 4, informed the committee that she was not notified that the Tree Walk for her zone was scheduled for June 24. Consequently, she did not have the opportunity to accompany Paul when he did his examination of the trees in her zone.

Paula made a motion, which was seconded by **Mary Gray**, to delay the Committee's action on the Zone 4 Tree Work Proposal for one week to allow her time to examine, on her own, the trees in Paul's Zone 4 report. She would conduct her walk with the help of Paul's notes and the ability to call him with any questions she had. The Committee would meet again on Monday, July 22, at 3:00PM to review Paul's Zone 4 Tree Report and act upon the Zone 4 Tree Work Proposal. With 5 votes for the motion and 1 abstention, the motion was approved.

Reference Documents for Grounds Committee Members

Jim distributed a binder of reference documents to Committee members. These documents, he said, were meant to ensure that all Committee members have a common understanding of their roles and responsibilities as members of the Grounds Committee. Included in the binder are foundation documents, such as the Grounds Committee Charter, as well as maps and schedules that will support committee members in their work.

He reminded members that the purpose of the Committee is to support the Board, in partnership with a contract landscaper and Management, in developing and maintaining a beautiful landscape. Each month, Committee members are responsible for monitoring and reviewing the maintenance and appearance of the Nepenthe common landscape areas, including its trees. They are to make recommendations for corrective steps and submit them to the Board of Directors for their consideration.

Jim tasked Committee members with reading the documents included in the binder and asked them to bring their comments and questions to the August meeting. Committee members who feel that their purpose on the Committee is beyond the purposes stated in the foundation documents should contact him directly, rather than using the Committee's meeting time, to air their views.

Jean Dascher asked for clarification on the process by which Zone Stewards submit their reports for the Committee's consideration. **Jim** explained that Steward notes, including photos, initial recommendations, and priority designation, should be submitted to the Committee Chair via email for inclusion on the Grounds Committee meeting agenda.

Unfinished Business

- Zone 4 Tree Walk Report and Grove Tree Work Proposal (to be completed at the July 22 meeting)

The meeting was adjourned at 5:00 PM.

**Next Grounds Committee Meeting:
Monday, July 22 at 3:00PM
Nepenthe Clubhouse and Via Zoom**

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Nepenthe Finance Committee July 15 2024 FINAL.docx

Nepenthe Homeowners Association – Finance Committee

July 15, 2024

Attendees: Carol Duke, Susan Timmer, Nina White, John Apostolo, Courtenay Delfin (Board Liaison)

Excused: Tara Foust

Homeowners: Karen Lowrey, William Vizzard, Paula Connors, Theresa McCrackin, Don Ellwanger

Topic	Objective / Info / Decision	Action
Approval of Prior Meeting Minutes	- Meeting called to order by Carol Duke @ 4:35PM - Motion to approve June 2024 minutes (Apostolo) - Seconded (White)	Approved
Financial Statement Approval	State and Federal Taxes were approved in 2023 to be paid out of reserve account, no reserve account established.	- Follow up with Browning on 7/24/2024 meeting for recommendations. - Finance Committee to approve June Financial Statements along with any questions to Carol Duke by Friday July 19, 2024.
General Manager Update	- Reserve contribution has not been completed and monitoring is still occurring. - Carol sent historical water billings to Finance Committee members. - Homeowner water meter billings to commence Jan 2025.	- Finance Committee to review water meter billings. - Discuss with Browning the best method to track residential water meter billings and associated assessment line-item revenue in 2025.
Reserve Study	- May 2024 Reserve Study Update, noted 24-year siding replacement, with 6-year painting cycle. 5.35% Year-Over-Year increase in reserve contribution.	None.
Operating Budget	- Manager input is valuable regarding contracted services expenditures in 2025. - Where are costs associated to homeless cleanup tracked?	Finance Committee to send questions to Carol Duke who will discuss with GM by Thursday July 18, 2024.
Deliverables	See Action item sections.	
Homeowner Comments	- Questions regarding 24-year siding replacement cycle - Finance Committee presentation at June Board meeting did not allow for homeowner input.	Clarify with Browning at 7/24/2024 meeting; 24 year vs. 12 year vs. 6 year siding replacement costs and cycles.
Adjourn	Meeting adjourned 5:10PM.	None.

Next meeting: August 19, 2024 @ 4:30PM @ the Clubhouse and Zoom

Submitted by; John Apostolo

Joanne Massoni - Election Committee Application.pd.pdf



Nepenthe Committee / Volunteer Application with Conflict of Interest Policy Acknowledgement

Contact Information:

Date: July 25, 2024

Name: Joanne Massoni

Address: 407 Dunbarton Circle, Sacramento

Committee applying for: Inspector of Election, Election Committee

Phone Number: 916-202-8261

E-Mail Address: californiagin12001@yahoo.com

Contributions:

How would you like to contribute to this committee?

Ensure a fair & impartial election.

Committees

If there is no room on the committee of your choice, would you be willing to serve on another committee?
If so, which one?

Architectural ☐

Nominating ☐

Election ☒

Grounds ☐

Outreach ☐

Insurance, Legal & Safety ☐

Finance ☐

☐

Volunteer Only:

☐ I would like to be contacted to help with one-time events or short-term projects as needed.

Other ways I would like to volunteer are:

gm By providing your initials in this box, you agree that you have read, understand and will abide by the following:

Acknowledgement of Conflict of Interest Policy: The applicant hereby acknowledges that he or she has read the Nepenthe Conflict of Interest Policy, has had an opportunity to ask any questions the he or she may have about the policy, and understands and agrees to comply with the policy.

Please return completed form with **Acknowledgement of Conflict of Interest Policy** to 1131 Commons Drive, Sacramento Ca 95825.

1. Doris Prout.pdf

July 25, 2024

To: Nepenthe Board of Directors

Re: Trees removal request

From: Doris Beard Prout
1106 Vanderbilt Way
Sacramento, CA 95825

For many of the 40 years I have lived in Nepenthe, I have been requesting the removal of two Liquid amber trees from in front of my house. I am enclosing copies of the letters that I have kept making that request although I do not have copies of all of the letters I have sent. I have highlighted the relevant information in those letters. Large limbs keep falling into my patio from those trees, and very large limbs are hanging over the street where if they were to fall (as so many limbs are falling these days) they could kill someone or crush cars. I am requesting again that the trees be removed.

I have also enclosed a copy of the agenda for a community meeting in 2014 at which residents were asked to help set goals for grounds and landscaping. You will note that one of the goals is increased safety. Liquid amber trees are a safety hazard in many ways. Limbs are very brittle and fall frequently. Their spike balls, which litter the walkways and my patio constantly, present a walking hazard. I have to pick them up from my patio daily and often sweep the sidewalk in front of my house because apparently Carsen will not vary their schedule to remove them daily. The trees' roots are a hazard to house foundations and patios.

In addition, in the fall they drop most of their leaves and spike balls into my patio. For all these years, I have raked and bagged those leaves. Last year I started raking some of them out the gate into the common area since they come from the common area and since I am now 88 years old and the burden of raking them and bagging them has become too much for me. Then a reprimand occurred in the Nepenthe newsletter indicating that anything that fell into the patio was the responsibility of the homeowner to remove. I use very few of the amenities of this community, and I believe I am entitled to have the grounds contract cover the debris that comes from the common area.

Therefore, I respectfully request yet again that the two liquid amber trees in front of my house be removed as soon as possible.

Ph: 916-205-2286

4/27/03

Pam,

I just got this letter yesterday; otherwise I would have missed your deadline. I am going to be out of town for a week beginning tomorrow.

Mr. Raul Jabot, who owns the house right across the sidewalk from mine, spoke to me yesterday about a proposal to remove the redwood trees between our houses so that lawn would grow there. That would be my preference also. Before those trees were planted, I had requested deciduous trees to provide shade in the summer and allow light into my house in the winter. When redwoods were planted there, I protested, but it did no good. Those trees make my house very dark, as I have mentioned in several previous letters. I believe you will be receiving a letter from Mr. Jabot very soon requesting that the redwoods be removed.

Since my voice had not been heard for the many years I have been making requests, I had given up hope of doing anything about the trees, but I concur with Mr. Jabot's request. I have written several letters during the past four years begging to have something done to make the areas to the side and front of my house more attractive. I believe I had suggested the pebblestone rock alternative some time ago. My first preference would be to remove the trees and plant lawn to the side of my house, but if the association refuses to do that, the pebblestone rock would be the next best alternative.

The liquidamber tree in my front yard has spread its roots very close to my house, and I am concerned about the damage that may be caused to the foundation. I am requesting again that something be done about that tree. Either it should be removed, or the roots should be cut and taken out so that lawn will grow there and my house will not be damaged.

Thank you for your attention to these matters.

Sincerely,

Doris Beard

To: Nepenthe Board of Directors

Date: March 15, 2016

From: Doris Beard
1106 Vanderbilt Way

Re: Removal of liquid
amber trees

I am requesting that the two liquid amber trees in front of my house be removed as soon as possible, but at least before they begin to lose leaves in the fall.

The spike balls from those trees are very dangerous and are a nuisance. Most of them fall into my patio year round, so that I am continually picking them up to prevent trees from growing all over the patio. Since the grounds workers do not come to my area daily, I have to sweep the side walk and the walkway to my front door also daily to try to prevent someone from falling on the balls. When the leaves fall, they all seem to come into my patio. It is a big chore for an old lady like me to have to rake tons of leaves every day just to be able to get from my back door to the garage.

But an even more serious problem is the tree roots that have invaded my patio. The roots lifted the pad on which the compressor of my heat pump sat causing it to sit at an angle. That put the motor off center, ruining the compressor so that I had to have a new system installed about a year and a half ago.

I will appreciate your prompt attention to this matter.

To: Nepenthe Board of Directors

Date: July 14, 2016

From: Doris Beard

Subject: Tree removal &
Landscaping

Several months ago I asked to have the liquid amber trees in front of my house removed for safety reasons. On the evening of July 3 I arrived home after being away almost a month to find a large limb from one of those trees had fallen into my patio and was leaning against the fence. Fortunately, I had not been in the patio picking up those spike balls (which I must do daily) when the limb fell or I might have still be lying there dead. I am continually afraid that a limb will fall on the roof of my house. I was told in the office that a priority was being established for tree removal, but I've heard nothing officially.

The association seems to have money to trim those trees annually, buy new furniture for the pools and artwork for the clubhouse and other things that benefit a minority of residents but not for the removal of dangerous trees. Why is that? I believe safety of residents and guests should be high priority.

I have lived in Nepenthe for 40 years. The landscaping in my area seems to get much less attention than it does in other areas. I had to write multiple letters years ago before the area on the west side of my house was made into something other than a dirt bed that the grounds persons blew all over my windows. Nothing has ever been done for the corner lawn area on the east side of my house that has been an eyesore for 40 years while I see that other areas are being rehabilitated with new sod or other attractive landscaping. Why is that? Currently, there is a dying shrub there that has not been attended to by the grounds people. Wednesday is generally the day they are in my area, but I did not see any of them yesterday, and nothing was done about that shrub.

Please let me know what is being done to remedy the problems I have mentioned. My phone number is 916-922-2286. I live at 1106 Vanderbilt Way.

Thank you.

April 10, 2021

To: Nepenthe Board of Directors

Re: Landscaping issues

From: Doris Beard Prout
1106 Vanderbilt Way
Sacramento, CA 95825

More than 10 years ago, I was delighted to learn that the Board had decided that all of the liquid amber trees in Nepenthe would be removed. Eventually, a plan to remove the trees in front of my house was communicated to me. By that time, the trees had grown very large and had become more than ever a dangerous nuisance, dropping their spike balls, leaves and even large limbs into my patio. I had bagged every leaf, spike ball, and twig from those trees and swept the sidewalk frequently because the grounds crew did not keep the dangerous spike balls swept away. I was overjoyed that the trees were scheduled to be removed.

When time passed and the trees were not removed as scheduled, I inquired as to why this was the case and was informed that the city of Sacramento had blocked the removal because during the delay, the trees had grown to be "heritage" trees! Defined by measuring 102 inches around. I asked to have the decision appealed and was told that would be done after a year. That was more than five years ago, and the trees are still becoming more of a dangerous nuisance. Somewhere along the line I was told that a new member on the board had objected to the plan to remove the trees.

Those trees are outside my patio and should fall under the responsibility of the landscape company that Nepenthe hires to take care of the grounds outside my patio. The debris that I have been bagging from those trees has become too much for me to handle, and it is the responsibility of the people we pay to remove. So, after the leaves from the trees in my patio have fallen and I have bagged all of them plus the debris from the liquid ambers outside my patio, I do rake the liquid amber debris and push it outside my gate. By rights, the landscape company should be coming into my patio and raking that stuff up as well as bagging and taking it away instead of complaining about having to pick up the leaves, etc. that I have raked for them. They seem to spend plenty of time blowing dirt around with those noise and air polluting blowers. However, the newsletter chastises homeowners who are doing the job of the landscapers for expecting the landscapers to do their job. I fully expect to be responsible for any garden refuse that comes from the trees and other plants in my patio, but I expect the association to be responsible for at least part of what falls into my patio from the trees outside.

By the way, I use very few and very infrequently any of the "amenities" that my dues pay for.

Nepenthe Community Grounds and Landscaping Planning Meeting

Final Agenda -- March 22, 2014

Facilitation: Kevin Wolf

Goals of March 22 Meeting

1. Increase community trust in the decision making process.
2. Improve the community's knowledge about the issues involving landscaping and grounds.
3. Unite the community in a vision for the future of its landscaping and grounds.

Agenda

9 am Pre-meeting coffee and conversation

Everyone receives a nametag with three numbers between 1 and 20

9:30 Welcome by Master Grounds Committee Chair. Introduce meeting facilitator.

9:35 Adopt meeting ground rules

9:40 Review the meeting agenda

9:45 Introductions - Name, address, years in community, position on any committees

9:55 Clarify and identify financial issues involving landscaping and grounds

10:20 Open discussion on the possible goals (1 minute per person)

10:44 Talk to the person sitting next to you about why some goals should be a higher priority

10:50 Break. Turn in ballots marked with each participant's top four goals.

11 am Clarify what a vision statement about the grounds will do for the community.

Explain in detail how the breakout group process works.

11:10 Provide results back from the goal prioritization exercise.

11:20 First breakout group session to focus on top goal (4 people per group)

11:50 Lunch

12:30 Regroup and explain next set of breakout groups

12:40 Second priority goal breakout group session

1:05 Switch tables

1:10 Third priority goal breakout group session

1:35 Switch tables

1:40 Fourth priority goal breakout group session

2:05 Break and regroup in the main room

2:10 Identify and clarify issues involving timing and financing needed to enact vision.

Review and clarify three possible ways funding can be realized.

1. Raise funds to finance completing the plan in 2-3 years.

2. Raise funds to do part of the plan now and reassess later.

3. Enact the plan over time using existing budget and resources.

2:45 Review next steps

2:55 Evaluate meeting

3:00 Adjourn

Community mapping
- pipes, drip irrigation locations
- elec. conduit to lights
- storm drains
- each tree
- size of turf, groundcover

notes
Goal
How do other goals affect that goal?

Possible Goals for the Grounds of the Nepenthe Community

Compiled by Kevin Wolf, with editing help by Ivan Gennis

51

Enhanced Landscape Beauty

A community is more beautiful because of its landscaping and trees.

Example: Various plants can flower all year round. Trees have a beauty in diversity of shape, size and color, and in the shade they provide.

Note: Beauty is in the eye of the beholder, and beholders often differ.

36

Reduced Maintenance and Replacement Costs

An intelligent selection of trees and plants, how they are planted and their related infrastructure can reduce the ongoing costs to maintain the landscaping and to replace it in the future.

Examples: Automated irrigation reduces labor costs. Hedges require regular trimming and can be replaced by low-growing shrubs. Dense plantings require thinning in the future.

24

Increased Safety

Trees, plants and grounds' infrastructure are maintained to minimize harm to people or property. *Legindamba balls.*

Examples: Large branches are trimmed. Leaves are collected to not create hazards on sidewalks. Hedges don't block drivers' ability to see stop signs or people. Trip hazards on walks are corrected. Pole lights illuminate walkways as intended.

14

Increased Sense of Community

The design of an urban forest landscape and its amenities can enhance neighborliness and the benefits of a community where members know each other.

Examples: Benches, picnic tables, and gathering nodes in shady spots give people opportunities to be outside and meet neighbors. Walking paths help neighbors meet each other.

20

Turf Reduction

Turf uses more water than any other plant type.

Examples: Turf strips can be planted with ground cover or low shrubs. Large open space turf areas can be replanted, or converted to other uses such as community gardens.

29 ✓

Reduced Water Use

Landscaping has the infrastructure and is being designed to have a low water demand.

Examples: Low water using plants such as CA natives are emphasized. Watering is done to cause roots to grow deep. Irrigation is timed for maximum efficiency. Drip irrigation is used where practicable. Future water meters and demand water billing will impact landscaping costs.

Enhanced Recreation

The design of landscaping and grounds can increase recreational opportunities.

Examples: Open turf areas can be places to play soccer, play catch, and throw Frisbees etc. Trails and paths open up areas for walking and exercise.

Public Health Enhancement

The trees and plants create healthier conditions for people living around them.

Examples: Trees provide shade that reduces harmful UV radiation. Female trees don't produce pollen. Some plants like bottlebrush and acacia produce more harmful pollen than others.

Provide Habitat

The choice of trees and plants and how they are maintained can increase the quantity and quality of habitat for wildlife, and the variety of beneficial species in the urban forest.

Examples: Certain plants attract butterflies, beneficial wasps, song birds, bats etc. Certain trees can be used by owls, hawks and other birds of prey.

I) Introduce Community gardens

A community's landscaping can include space for residents to have a plot in a community garden, which can help reduce the amount of water-hungry turf.

Examples: Community controlled garden plots can be consolidated or dispersed

Introduce Edible landscaping

An urban forest can provide food for a community.

Example: Village Homes in Davis has community owned fruit and nut trees. Fruit trees, vines and other edible plants can be in open space areas.

VI Reduce Pollution

The urban forest and its proper maintenance reduces the amount of air and water pollution in the community.

Examples: Leaf blowing and other maintenance practices can cause air and noise pollution, including dust dispersal. Erosion, pesticide and herbicide use and runoff can be affected by the plantings and maintenance practices in an urban forest.

21 Reduce Energy Use

Landscaping reduces the amount of energy needed in a community and in its care.

Examples: Trees shade homes and lower summer temperatures in communities. Deciduous trees allow sunlight into homes in winter. Landscape maintenance can use less electricity and gas.

Increase Ground Water Recharge

The design of the landscaping and grounds can reduce the amount of water that runs off quickly and increase ground water recharge.

Examples: Mulched areas retain more water. Swales can hold back rainwater runoff.

Pest reduction

The choice of plants and their maintenance can reduce problematic pests.

Examples: Some ground covers provide more habitat for rats and mice. Some shrubs are susceptible to fungus diseases. Ponding water can breed mosquitos.

13 Noise + Air Pollution

2. John Baker - Beverly Humphry - Manny Tequida - .pdf

July 29, 2024

From: John Baker, Beverly Humphry, Manny Tequida, and Leslie Arnal

Subject: **Reservation system for Clubhouse tennis courts**

Dear Nepenthe Board of Directors

We are writing to ask that the Nepenthe Board of Directors authorize a reservation system for the two Clubhouse tennis courts.

Background

There has been increased demand for the Clubhouse tennis courts, particularly on weekend mornings. Additionally, the poor condition of the Commons and Elmurst courts has only increased the demand for the Clubhouse courts. Having converting two Clubhouse courts for pickleball play, the court availability at the Clubhouse has also been cut in half. A reservation system would allow tennis players to be certain that they have a court to play on prior to arriving at the courts rather than arriving at the courts and finding them in use.

How would this work?

The Campus Commons Park Board has had a court reservation system for decades. We've attached a copy of their rules for court reservations. Their reservations system uses a chalk board attached to the court fence.

We suggest some minor modifications to the Park Board rules as outlined below.

1. Reservations can be made no earlier than 6pm the evening before the planned play. If two parties arrive at the same time to make reservations, they will have to resolve the conflict between themselves. If a party arrives to play and has NOT made a reservation, they will need to wait for an open court time.
2. If a party reserves a court prior to 6 pm, their reservation can be erased and replaced with a new one.
3. If a party fails to arrive within 10 minutes of their scheduled time to play, their reservation would be cancelled.
4. To make the court use as efficient as possible, court play would be limited to 2 hours for doubles and 1 ½ hours for singles.
5. If a court has been reserved and other players have occupied the court without a reservation, the party making the reservation shall have priority.

6. Reservations can only be made by a Nepenthe owner. Consistent with the current Nepenthe guest policy, at least one player on the reserved court must be Nepenthe homeowner.
7. This system would **NOT** apply to the Commons and Elmhurst courts.

With the increased demand for court time, the Commons and Elmhurst courts must receive better maintenance. Those courts, having been resurfaced in 2017, have never been washed. The tennis court lines are hard to see, and the tree debris and significant dirt common to both courts makes play there unsafe.

We respectfully ask that the Board implement our suggested reservation system as soon as possible, and that all Nepenthe courts be washed and cleaned regularly.

Thank you for considering this proposal

J B M L

John Baker
Beverly Humphry
Manny Tequida
Leslie Arnal

CAMPUS COMMONS COURT RULES

A. Definitions

- Resident: Any person who resides in, as a homeowner or renter, a dwelling within one of the Campus Commons (CC) Villages.
- Clubhouse Courts: Tennis courts No. 1 and No. 2, located near the clubhouse at 650 Commons Drive:
- Hartnell Courts: Tennis and pickleball courts No. 3 and No 4 (A & B), located near 100 Hartnell Place.

B. Court Usage Rules

1. Courts are for the use of CC residents. Guests must be accompanied by a resident when using the courts with a ratio not to exceed three (3) guests to one (1) resident.
2. Clubhouse courts are for tennis only.
3. Hartnell courts are for tennis and pickleball. Court No. 4 (two courts - 4A and 4B) have priority for pickleball usage.
4. Courts may be used from 7:00 am to dark.
5. Adults (18 and over) have priority from 7:00 am to noon 7 days a week.
6. Courts are for tennis and pickleball only. Appropriate workout attire and court sports equipment is expected. No other objects (e.g., soccer balls, etc.) or wheeled devices (e.g., skateboards) are allowed. No leather-soled shoes or glass containers are allowed.

C. Court Reservation Rules

1. Residents are required to sign-up to reserve a court at the sign-in boards located just inside the entry gates for both the Clubhouse and Hartnell courts.
2. Reservations can be made at-or-after 5:00 pm the night before the day of use.
3. Residents signing-up at 5:00 pm the night before are expected to discuss and resolve any conflicts in regard to court usage. Sign-ups made prior to 5:00 pm can be erased if the resident is not present.
4. Singles players can reserve a court for 1 & ½ hours.
5. Doubles players can reserve a court for 2 hours. If the doubles group has two or more residents participating, they may sign-up for 2 & ½ hours.
6. If the resident player does not arrive within 10 minutes after the sign-up time, the reservation is cancelled.

Note: Park Corporation Management will be responsible for scheduling once a week maintenance of the courts, and may be contacted for issues or questions related to court rules enforcement.

Park Corp Board approved 6/9/2020



3. Amelie Gannon.pdf

Nepenthe Home Owners Association
1131 Commons Drive
Sacramento, CA. 95825

July 26, 2024

Attn: Nepenthe Board:

I submitted a Service Request on 1/30/24 on what I describe as the deplorable construction of the University Gate at 1111 Dunbarton Circle. As noted at the time, there had already been 5-6 previous requests to repair the gate so that I could close the gate and secure the locks

Many of those calls/text messages went directly to the foreman as he requested. Since my January Service Request, I have needed someone come back to the gate twice, 1/31 and 5/15. The gate was repaired to close properly. However, as time passes with every adjustment to the locks/hinges,(3-4 months), the bolt misaligns and is too difficult/impossible for me to secure. I dread the winter weather.

It should be noted that I have experienced an attempted break into my patio a couple of years ago. Security is a priority!

Also worth noting, my Dunbarton Gate and locks have never been a problem.

I can't calculate the time and frustration I have spent trying to get this issue properly resolved, not to mention the time spent by the office, board, committee, and Critical Path Reconstruction, Inc. personnel.

It is unacceptable for this to continue. I would expect a reply to reconstruct the gate/fence properly as nothing short of that has worked to-date.

I am unable to find a response to my 1/30/24 request. I would appreciate a copy being sent to me, or I will pick one up from the office when available.

Sincerely,



Amelie Gannon

ameliegannon@comcast.net; (916) 956-5611



Nepenthe Association

Service Request

Submit by email, mail, clubhouse front desk or mail slot.

Request Information			
Your Name:	AMELIE GANNON		
Property address:	1111 DUNBARTON CIR		
Email:	ameliegannon@comcast.net		
Phone number:	916-956-5611		
Date of Request:	7-25-24		
May we share your contact information with our contractor? YES ☐ NO ☐			
☐ Landscape	☐ Irrigation	☒ Fence/Gate	☐ Rain gutter/downspout
☐ Roof	☐ Siding	☐ Other	

Description of Request (Please include detailed location):

RECONSTRUCT GATE / FENCE ON THE UNIVERSITY GATE
TO PROPERLY CLOSE AND LOCK.
SEE: SERVICE REQUEST 1/30/24
PHOTO
LETTER TO BOARD

OFFICE USE ONLY:

Date Received: _____ Received by: _____
Work Order Generated? Yes ☐ No ☐ If yes, WO # _____ If no, explain: _____

Communications

Date: _____ Describe: _____ Initial: _____

Date: _____ Describe: _____ Initial: _____



Nepenthe Association

Service Request

Submit by email, mail, clubhouse front desk or mail slot.

Request Information			
Your Name:	Amelie Gannon		
Property address:	1111 DUNBARTON CIR		
Email:	ameliegannon@comcast.com		
Phone number:	916 / 956-5611		
Date of Request:	1/30/24		
May we share your contact information with our contractor? YES ☐ NO ☐			
☐ Landscape	☐ Irrigation	☒ Fence/Gate REPAIR	☐ Rain gutter/downspout
☐ Roof	☐ Siding	☐ Other	

Description of Request (Please include detailed location): The University Gate has been a problem since the day it was replaced. On at least 5-6 previous occasions, I've contacted Mike, the foreman concerning the misalignment and the difficulty with the locking mechanism. I'm putting in this Service Request as recommended by a board member. Currently, I can't get the gate open without great effort and straining my back. There is a bolt on the fence post obstructing the clearance of the gate. The bottom of the gate gets caught on the patio aggregate so it only opens a third of the way. The lock bolt is difficult to match to the hardware on the fence post. Also the gate is very difficult to close as well.

Attached photos (3)

(over)

OFFICE USE ONLY:

Date Received: _____ Received by: _____

Work Order Generated? Yes ☐ No ☐ If yes, WO # _____ If no, explain: _____

Communications

Date: _____ Describe: _____ Initial: _____

Date: _____ Describe: _____ Initial: _____



4. Jerry Dunn.pdf

Jerry D. Dunn, ARM
716 Elmhurst Circle
Sacramento, Ca. 95825

July 25, 2024

To: Nepenthe HOA Board

Re: Board's July 2024 Response regarding Flood Insurance

Last month I sent you a letter requesting **HOA Flood Insurance be put on a ballot to be voted on by the homeowners.** Valid financial reasons for doing so were provided.

Your response did not mention the request for a vote. Instead, it was evasive and filled with false statements. You said it would be a breach of the board's fiduciary responsibility and that you would be negligent. **You intentionally included "fire and storm" with flood which was misleading.**

Fire and storm are required, but Neither Davis-Sterling nor Nepenthe's CC&R's require flood insurance for the buildings occupied by homeowners. CC&R's only mentions flood insurance for Personal Property in common areas like the clubhouse and cabana, **but you knew that.**

I also reviewed the November 17, 2023 response you referenced.

You did state the Association would need to carry flood insurance for the clubhouse and cabana, but that is not a huge expense. You intentionally omitted the fact that flood insurance is not required for buildings occupied by homeowners, **again misleading Nepenthe residents.**

Your options for resolution were false too.

1. There is no law requiring proof of flood or HO-6 insurance coverage be provided by homeowners to HOA's. **You fabricated that requirement.**
2. You stated there would be an expense and need to change the CC&R's **which is not true** since flood insurance in the CC&Rs **is shown as optional, if affordable. - Sec 10.1 (c)**
3. Additional reserve funding **would not be required** either since it's not required by law.

All were misleading false statements with intent to confuse and dismiss.

Your responses are constantly filled with untruths, false narratives and frightening scenarios of no merit. Your deceptive ways of responding and doing as you wish has been a common theme and have cost Nepenthe residents millions of dollars in unnecessary expenses.

I'm not saying flood insurance is not important. I'm just saying it should be decided on by a majority vote of homeowners, not just a few board members.

Let the homeowners decide and put it to a vote.

Jerry D. Dunn, ARM

2 attachments

Subject: Commend Finance Chair; Cash Flow

Board Response: Thank you for your comments.

CORRESPONDENCE

1. Steve and Robert Dunn, homeowners: They have a sign on ~~their back gate~~ directing delivery people to drop packages over the fence. They have received a violation notice and would like the Board to develop guidelines for homeowner signage to address the problem of potential package theft.

Subjects: Homeowner Signage Directing Package Delivery

Board Response: We appreciate your concern; the Board will review the situation and the current signage rules.

2. Jerry Dunn, homeowner: Requests Board review of the flood insurance coverage currently carried by the Association as there is little flood risk and homeowners can possibly purchase insurance at a lower cost.

Subjects: Flood Insurance

I ASKED THAT IT BE PUT TO A VOTE.

Board Response: Nepenthe CC&Rs require that the Association maintain the siding, roofs, and fences of community units. As the Board is charged to preserve, protect and maintain these assets, the Board would be negligent if it did not insure against potential losses, whether for fire, storm or flood. Not covering those risks would breach the Board's fiduciary responsibility. Please see the November 2023 Response to Homeowners included in the December 2023 Open Board Meeting packet for more discussion of the flood insurance issue: <https://nepenthehoa.com/wp-content/uploads/2023/12/Nepenthe-2023-12-06-Open-Session-Packet.pdf>, beginning page 74, and attached to the December 2023 Nepenthe Newsletter.

*FALSE
"OPINION"
ONLY*

*FLOOD INSURANCE IS AN OPTION ONLY
"NOT REQUIRED BY DAVIS-STERLING"*

3. Ashley Tangeraas, homeowner: Believes approving proposals in Executive session by this Board is incorrect and that prior to this Board, approvals were done in Open session.

Subjects: Approval of proposals

Board Response: Upon advice of legal counsel, approval of proposals fall within the scope of Executive meetings. It is incorrect that all prior Boards have approved proposals in open meetings. One Board, 2021-2023, did do that, choosing to ignore legal advice. Vendor proposals are binding agreements for work and payment, thus contractual. This Board will continue to rely upon the advice of legal and financial experts with experience in HOA law and finances.

RESPONSES TO NOVEMBER 2023 OPEN MEETING COMMENTS and CORRESPONDENCE

If individual owners have the option to carry flood insurance rather than have universal coverage, there is risk that not all owners will carry the insurance. To indemnify Nepenthe and protect our reserves in case of loss, each policy would need to show Nepenthe as the loss payee for exterior repairs. In the event there is loss without insurance, the Association would be forced into legal action against any owner who could not pay the costs of the exterior repair. Under this model, homeowners that did carry insurance but did not show Nepenthe as loss payee or those who chose to self-insure would still need to comply with CC&R regulations and community standards in the repairs. The Association would need to carry flood insurance for the clubhouse and cabanas and those cost would be passed to the homeowners as part of operating expenses. Alternatively, the Association might self-insure by significantly increasing reserves. *(THIS IS MINIMAL AMOUNT OF EXPENSE)*

There are options, but the costs, when compared to continuing with universal coverage (what we currently have and will continue to have through at least 2024) are significant.

OPTIONS:

1. Maintain universal NFIP insurance *- OVER PRICED / POOR COVERAGE*
2. The Association becomes self-insuring. This would require creating a new Reserve line item and increasing monthly dues to reach a to-be-defined amount within a to-be-defined time frame. After the amount is achieved, monthly dues could be reduced. Or, there could be a special assessment to raise the funds. During the fund-raising period, universal insurance would be maintained but canceled once self-insured goals are attained.
3. By official ballot in compliance with CC&Rs and requiring a voting quorum (legal, filing and election processing fees would be incurred), change the CC&Rs to require that each homeowner purchase and annually show evidence to the Association proof of a valid flood insurance policy. The Association would be liable for the clubhouse and cabanas and might choose to purchase insurance for those properties, costs of which would be part of operating expense in computing dues.
4. By official ballot in compliance with CC&Rs and requiring a voting quorum (legal, filing and election processing fees would be incurred), change the CC&Rs to eliminate coverage of the exteriors and fencing on Nepenthe structures. This would significantly reduce monthly dues. However, full responsibility would fall to the homeowners to comply with needed maintenance and repairs in compliance with community standards. The Association would be liable for the clubhouse and cabanas and might choose to purchase insurance for those properties, costs of which would be part of operating expense in computing dues.

*FALSE
STATEMENT*

*FALSE
STATEMENT*

*FALSE
STATEMENTS*

5. Carol Duke.docx

July 31, 2024

Nepenthe Board of Directors:

Cheryl Nelson, Markus Dascher, Jim Shaw, Oscar Lopez (Carson Landscape) and Paul Reeves (Siding Replacement Project Manager) met on the morning of July 15, 2024 and marked the shrubs designated for removal for the beginning of the Phase II Siding/Fencing/Painting project along Vanderbilt Way. The Board had committed to homeowners we would receive earlier communication regarding changes around our homes.

Unfortunately, no impacted Vanderbilt homeowner was alerted to these markings. The black dots are so hard to see it is nearly impossible for a homeowner to know which shrubs are marked for removal. Black spray paint was used and small black dots were put on shrubs which barely show up. Again, homeowners will be waking up surprised to see scorched earth around their homes.

When will the Board live up to their commitment and begin to walk the talk informing homeowners of landscape changes?

Regards,
Carol Duke



FNL JULY HO Meeting Response .pdf

RESPONSES TO JULY 2024 OPEN MEETING COMMENTS and CORRESPONDENCE

Please note these responses will always be attached to packets for Open Board meetings following the meeting where the comment was made and will also be published with the monthly newsletter. As time, quantity of homeowner comments, and level of research necessary to prepare full and accurate responses permits, these responses may also be emailed mid-month after the meeting date mentioned in the heading.

HOMEOWNER FORUM

1. Don Landslittel, homeowner: The phrase 'threshold funding' is unknown to the community. First Service recommends that reserves be funded at the 70% level. How does the Board explain threshold funding to homeowners and compare it to percentage funded? Has the siding work in Phase 2 been slowed down this homeowner suggested in a prior meeting? It looks like the projection is 14 months for this phase. Would like to a comparison of the units, the time, and the cost.

Subjects: Reserve % Funded; Threshold Funding; Pace of Phase 2 Siding

Board Response: The percent funded issue has been explained in Responses to Homeowners distributed in the December 2023, January 3, March 6, and July 2024 Open Meeting Packets. Those responses are complete. In order to calculate reserve studies, an association decides upon a monetary amount that would be the minimum tolerable balance in the plan. As projects incur and bills are paid and a revenue arrives, the balance of the planned fund will fluctuate. Neperthe established a \$5,000,000 as the minimum balance for our threshold level. – the amount we want to never drop below. That amount is the base upon which our reserve funding and spending plan is calculated using past experience and projected reserve expenses and revenue. As Phase 1 is not fully complete and there are still pending invoices, final costs are not yet available. It is planned that Paul Reeves will make a presentation at the August Open Board Meeting where he will be able to summarize Phase 1 and gives his expectations about Phase 2. The latest figures are included in the Reeves report in the open packet.

2. Ricardo Pineda, homeowner: Believe AB1572 is a ticking timebomb that is an arbitrary and capricious law. While he does not know the impact, it could effect most of our turf. He feels the law is unconstitutional, a 'taking'. He would like the Finance Committee and the Board to keep that in mind.

Subjects: AB1572

Board Response: Thank you for your comments.

3. Ashley Tangeraas, homeowner: Appreciates Carol Duke's information. Believes some savings should offset the reserve contribution not made as we had run out of cash.

Subject: Commend Finance Chair; Cash Flow

Board Response: Thank you for your comments.

CORRESPONDENCE

1. Steve and Robert Dunn, homeowners: They have a sign on their back gate directing delivery people to drop packages over the fence. They have received a violation notice and would like the Board to develop guidelines for homeowner signage to address the problem of potential package theft.

Subjects: Homeowner Signage Directing Package Delivery

Board Response: We appreciate your concern; the Board will review the situation and the current signage rules.

2. Jerry Dunn, homeowner: Requests Board review of the flood insurance coverage currently carried by the Association as there is little flood risk and homeowners can possibly purchase insurance at a lower cost.

Subjects: Flood Insurance

Board Response: Nepenthe CC&Rs require that the Association maintain the siding, roofs, and fences of community units. As the Board is charged to preserve, protect and maintain these assets, the Board would be negligent if it did not insure against potential losses, whether for fire, storm or flood. Not covering those risks would breach the Board's fiduciary responsibility. Please see the November 2023 Response to Homeowners included in the December 2023 Open Board Meeting packet for more discussion of the flood insurance issue: <https://nepenthehoa.com/wp-content/uploads/2023/12/Nepenthe-2023-12-06-Open-Session-Packet.pdf>, beginning page 74, and attached to the December 2023 Nepenthe Newsletter.

3. Ashley Tangeraas, homeowner: Believes approving proposals in Executive session by this Board is incorrect and that prior to this Board, approvals were done in Open session.

Subjects: Approval of proposals

Board Response: Upon advice of legal counsel, approval of proposals fall within the scope of Executive meetings. It is incorrect that all prior Boards have approved proposals in open meetings. One Board, 2021-2023, did do that, choosing to ignore legal advice. Vendor proposals are binding agreements for work and payment, thus contractual. This Board will continue to rely upon the advice of legal and financial experts with experience in HOA law and finances.

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NEPENTHE ASSOCIATION

Open Session

July 3, 2024 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

MINUTES

Directors Present

MARKUS DASCHER TTEE - President
CHERYL NELSON - Vice President
CHRISTINA GEORGE - Member at Large
COURTENAY DELFIN - Treasurer

Directors Absent

BRIAN COATES - Secretary

Additional Attendees

Nicole Marks, CMCA, AMS - General
Manager, FirstService Residential
Julienna Michel - Administrative
Assistant, FirstService Residential

I. CALL TO ORDER

The meeting was called to order at 6PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on July 3rd, 2024 to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Civil Code.

The Board met in Executive Session on July 3rd. The Board took the following actions during the July 3rd meeting:

- The Board approved proposal from Advanced Roof Design in the amount of \$25,474 for clubhouse roof replacement
- The Board approved proposal from Breault in the amount of \$82,043 for trip hazard concrete repairs in Zones 5, 6, 7
- The Board approved 4 proposals from Critical Path Reconstruction in the amount of \$8,226.77 for siding/fence repairs for 4 homes
- The Board approved proposal from Noah’s Arc Services in the amount of \$1,300 to clean all tennis courts in the community

III. REPORTS

A. CONSTRUCTION MANAGER'S REPORT

The Construction Report from Paul Reeves was reviewed.

B. GENERAL MANAGER'S REPORT

The General Manager's Report was reviewed and provided verbally by General Manager, Nicole Marks.

IV. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

Resolved

The Board affirms the committee's recommendations as follows:

Address	Modification	Recommendation
1146 Vanderbilt	HVAC	Approval with Conditions: The homeowner is required to be responsible for coordinating and covering the costs to relocate the piping/electrical so that it is installed under the siding and inside the wall. This work can be coordinated with the HOA when and if the section of siding has been evaluated and determined that it needs to be replaced. If it is determined that the section does not need to be replaced, then the homeowner is responsible for all costs associated with relocating the piping/electrical under the siding. In addition, if the HOA siding maintenance work is not scheduled to take place at this residence within the next couple of months, then the homeowner should get the currently installed metal chase painted to match the existing siding as soon as possible. - Additionally, with all HVAC projects impacting siding, Management will coordinate with CPR to determine homeowner vs HOA cost for siding replacement for these projects.
1400 Commons	Solar Tube Installation	Approval
324 Elmhurst	Emergency HVAC	Emergency Approval
505 Dunbarton	Emergency HVAC	Emergency Approval
1515 University	Emergency HVAC	Emergency Approval
603 Elmhurst	HVAC	Not Recommended for Approval: Approval not recommended because the conduit installed on the exterior of the home violates Nepenthe's rules.

Motion: CHERYL NELSON

Second: MARKUS DASCHER TTEE

AYEs: CHRISTINA GEORGE, COURTENAY DELFIN, CHERYL NELSON, MARKUS DASCHER TTEE

NAYs: None

► **Resolved**
The motion passed

B. OUTREACH COMMITTEE

Marcy Best provided verbal update for the Outreach Committee.

C. ILS COMMITTEE

Ricardo Pineda provided verbal update for the ILS Committee.

D. GROUNDS COMMITTEE

Grounds update was not provided due to chair not being present.

E. FINANCE COMMITTEE

Carol Duke provided verbal/visual update for the Finance Committee.

V. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 07.03.24

The Board has acknowledged receipt of all correspondence received and will respond accordingly.

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 06.05.24

The Board has provided written response to all Homeowner Correspondence received for the June 5, 2024 Open Session Board Meeting.

VI. NEW BUSINESS

A. OPEN SESSION MINUTES - JUNE 5, 2024

Resolved

The Board approves the Open Session Minutes dated June 5, 2024 as presented.

Motion: CHRISTINA GEORGE

Second: MARKUS DASCHER TTEE

AYEs: CHRISTINA GEORGE, COURTENAY DELFIN, CHERYL NELSON, MARKUS DASCHER TTEE

NAYs: None

► **Resolved**
The motion passed

B. FINANCIAL STATEMENT - MAY 2024

Resolved

The Board accepts the Association’s income statement for May 2024 comparing actual results to budget, reserve statement, bank statements and reconciliations, check history report and general ledger as presented, subject to an annual audit. The report reflects a year-to-date net operating income of \$58,953.66 and year-to-date reserve funding of \$989,613.88 compared to the year-to-date reserve funding budget of \$987,820. The actual year-to-date operating expenses were \$1,086,062.04. The budgeted year-to-date operating expenses were \$860,925. The association has \$91,724.75 in operating funds, which represents 0.25 months of budgeted expenses and reserve contributions. The association has \$10,538,476.09 in reserve funds.

Motion: CHERYL NELSON

Second: COURTENAY DELFIN

AYEs: CHRISTINA GEORGE, COURTENAY DELFIN, CHERYL NELSON, MARKUS DASCHER TTEE

NAYs: None

► **Resolved**
The motion passed

VII. HOMEOWNER FORUM

Multiple Owners addressed the Board during Homeowner Forum. Cheryl has notated all the comments/questions and will draft the responses for the August 7th Open Session Board Meeting.

VIII. NEXT BOARD MEETING

The Association’s next open Board meeting will be held August 7, 2024, at 6:00 pm.

IX. ADJOURN

APPROVED

DATE

NEP 06-24 FINANCIAL.pdf

NEPENTHE ASSOCIATION

CASH BASIS FINANCIAL STATEMENTS

FOR THE MONTH AND SIX MONTH(S) ENDED
JUNE 30, 2024

CONTENTS

FINANCIAL SUMMARY REPORT	
CASH FLOW REPORT	
COMPARATIVE BALANCE SHEET	A
INVESTMENT REPORT	B
GENERAL RESERVE FUND BALANCE SUPPORT SCHEDULE	C
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INCOME STATEMENT FOR 12 MONTHS ENDING	EA
SUB ACCOUNT LEDGER	FA
GENERAL LEDGER	F
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DISBURSEMENTS REPORT	I
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BANK RECONCILIATIONS	

THE ACCOMPANYING FINANCIAL STATEMENTS ARE SUBJECT TO AUDIT
AND ARE ONLY INTENDED FOR THE ASSOCIATION'S INTERNAL USE.

PREPARED BY:



NEPENTHE ASSOCIATION

Financial Summary

Fiscal Year End: December 31, 2024

For the Month Ended:

June 30, 2024

Operating cash	165,851.29	91,724.75	Increase in Cash	74,126.54
Reserve cash	10,394,327.95	10,538,476.09	Decrease in Cash	(144,148.14)
Adj Operating Cash (see note 1)	119,561.08	27,576.97	Increase in Cash	91,984.11

Average budgeted expenses / month	369,749.00
Average # of months of available cash	0.45
Percent Funded Per 2024 Reserve Study	186.0%

ASSESSMENT SUMMARY

Prepaid Utilities	
Monthly Assessment Budget	365,799.00
Assessment Cash Received	349,054.04

Total Assessments Receivable

0-30 days late (see note 2)	13,305.00
31-60 days late	0.00
61-90 days late	5,575.73
over 90 days late	26,343.37
Total Assessments Due	45,224.10

Other Receivable

Other Receivable	46,950.98
Past Residents Assessments Rec.	2,271.45

Prepaid Assessments	46,290.21
---------------------	-----------

OPERATING SUMMARY

Category	June Expenses	YTD Expenses	YTD Budget	YTD Variance	Negative YTD Variances>\$2000
Utilities	15,292	82,650	80,766		(1,884)
Landscape	48,880	296,280	297,744		1,464
Common Area	9,609	162,736	116,694		(46,042)
Management/On-Site Admin	88,809	427,954	235,350		(192,604)
Insurance	45,326	324,358	302,556		(21,802)
Total Operating Expenses	207,916	1,293,978	1,033,110		(260,868) Spending overbudget year-to-date
YTD Profit/(Loss)		103,975			

RESERVE SUMMARY

Contribution to Reserves this month:	98,782.00	Reserve Disbursements this month:	280,208.93
Contribution to Reserves Year-to-Date:	889,038.00	Reserve Disbursements Year-to-Date:	1,621,336.25
Interest on reserve funds Year-to-Date	236,636.67		

ITEMS OF NOTE

1. Adj Operating Cash is calculated by Operating Account Funds minus Prepaid Assessments.
2. In a month with 31 days, assessments owed for that month would be reflected under 31-60 days late.
3. Insurance Claim of \$202,707.63 added directly to reserves, will not reflect on income statement, nor will it offset the budget.



Nepenthe's Year To Date Cash Flow

Source		Operations	Reserves
Beginning Balance	1/1/2024	193,609	10,905,489
Plus	Income	2,522,403	
	Reserve Investment Income		236,637
	Contributions to Reserves		889,038
	Accounts Payable	203,738	
	Processing Fees		
Less	Operating Expenses	(1,293,978)	
	Reserve Funding	(889,038)	
	Reserve Expenses		(1,621,336)
	Due to Operating	0	
	Receivable from Management	(900)	
Ending Balance	6/30/2024	165,851	10,394,328

Budget Report

Actual Income - Year-to-date	\$ 2,522,402.98
Budgeted Income - Year-to-date	\$ 2,218,494.00
Produced a positive Year-to-date income variance of	\$ 303,908.98
Actual Expenses and Reserve Contribution - Year-to-date	\$ 2,419,652.78
Budgeted Expenses and Reserve Contribution - Year-to-date	\$ 2,218,494.00
Produced a negative Year-to-date operating expenses variance of	\$ (201,158.78)
The two combined variances produced a positive Year-to-date variance of	\$ 102,750.20

Other Information

Unpaid assessments at	6/30/2024	were:	\$ 45,224.10
Prepaid assessments at	6/30/2024	were:	\$ 46,290.21

NEPENTHE ASSOCIATION
COMPARATIVE BALANCE SHEET
06/30/2024

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c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	CURRENT MONTH	PRIOR MONTH

CASH AND INVESTMENTS		
OPERATING ACCOUNT FUNDS	165,851.29	91,724.75
PETTY CASH	150.00	150.00
RESERVE ACCOUNT FUNDS	10,394,327.95	10,538,476.09
TOTAL CASH AND INVESTMENTS	10,560,329.24	10,630,350.84
OTHER ASSETS		
UNFUNDED RESERVES	296,346.00	197,564.00
RECEIVABLE FROM MANAGEMENT	900.00	900.00
TOTAL OTHER ASSETS	297,246.00	198,464.00
TOTAL ASSETS	10,857,575.24	10,828,814.84
LIABILITIES		

ACCOUNTS PAYABLE	203,737.50	174,632.50
UNFUNDED RESERVES	296,346.00	197,564.00
TOTAL LIABILITIES	500,083.50	372,196.50
MEMBERS EQUITY		

GENERAL RESERVE FUND BALANCE	10,394,327.95	10,538,476.09
OPERATING FUND BALANCE-BEG OF YEAR	(140,811.41)	(140,811.41)
CURRENT YEAR INCOME/(LOSS)	103,975.20	58,953.66
TOTAL LIABILITIES & MEMBERS EQUITY	10,857,575.24	10,828,814.84

NEPENTHE ASSOCIATION
RESERVE FUND BALANCES SUPPORT SCHEDULES
06/30/2024

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c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	PRIOR YEAR BALANCE	BEG BAL REALLOCATION	ADDITIONS THIS YEAR	EXPENSE CURRENT MONTH	PREVIOUS EXP CURRENT YEAR	CURRENT BALANCE
GENERAL RESERVES						
23103 INTEREST ON RESERVE FUNDING	524,279.79	(524,279.79)	236,636.67	0.00	0.00	236,636.67
22872 GYM/WORKOUT FACILITY	31,790.43	(16,544.17)	1,224.00	0.00	0.00	16,470.26
22960 PAINTING-INTERIOR RESERVES	21,475.36	(10,585.17)	909.00	0.00	0.00	11,799.19
23014 CONCRETE REPAIRED RESERVES	160,344.60	(44,908.64)	9,450.00	0.00	(72,361.00)	52,524.96
23120 ROOF RESERVES	6,657,012.44	(2,796,702.98)	315,144.00	(3,665.00)	(18,545.00)	4,153,243.46
23122 POOL/SPA RESERVES	143,567.02	5,628.52	12,150.00	(220.00)	(11,521.62)	149,603.92
23127 FENCING RESERVES	(139,895.10)	502,538.27	29,632.50	(29,435.18)	(263,468.59)	99,371.90
23133 IRRIGATION RESERVES	329,808.71	530,515.93	70,263.00	(5,380.00)	(83,351.00)	841,856.64
23146 SIGNS RESERVES	46,858.61	(15,277.07)	2,614.50	(341.96)	(942.81)	32,911.27
23178 PAVING RESERVES	712,705.89	(115,923.74)	48,690.00	0.00	0.00	645,472.15
23199 RESERVE STUDY RESERVES	4,815.49	3,896.66	684.00	0.00	(6,600.00)	2,796.15
23201 PRIOR YEAR FUNDING	187,620.00	(187,620.00)	0.00	0.00	0.00	0.00
L23133 OUTDOOR EQUIPMENT RSRV	(537.99)	799.19	18.00	0.00	0.00	279.20
L23135 PAINT EXTERIOR RSRV	1,098,643.63	(420,185.09)	55,386.00	(12,250.00)	(59,500.00)	662,094.54
L23136 STRUCTURAL REPAIRS RSRV	1,791,300.39	269,122.66	168,151.50	(94,917.50)	(545,881.87)	1,587,775.18
N22911 UNDERGROUND UTILITY RSRV	(70,237.81)	209,632.18	11,398.50	(310.00)	(1,680.00)	148,802.87
N23017 CLUBHOUSE RENOVATION RSRV	417,259.04	(254,995.28)	13,252.50	0.00	(19,923.17)	155,593.09
N23130 MISCELLANEOUS RSRV	84,222.18	(73,331.99)	918.00	0.00	0.00	11,808.19
N23274 TENNIS COURT RSRV	117,812.55	(43,759.29)	6,025.50	0.00	0.00	80,078.76
N23275 GROUNDS RESERVE	(725,443.29)	1,585,767.93	132,719.00	(86,122.00)	(173,060.00)	733,861.64
N23282 TREE REMOVAL ANNUAL MAINT RSRV	(473,273.29)	1,333,597.93	7,807.00	(47,567.29)	(74,350.00)	746,214.35
N22991 POLE LIGHT REPAIRS RSRV	(29,943.38)	62,613.94	2,601.00	0.00	(10,138.00)	25,133.56
Z29000 PENDING RESERVE EXPENSE	(195.74)	0.00	0.00	0.00	195.74	0.00
TOTAL GENERAL RESERVES	10,889,989.53	0.00	1,125,674.67	(280,208.93)	(1,341,127.32)	10,394,327.95

NEPENTHE ASSOCIATION
INCOME STATEMENT
06/30/2024

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c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
REVENUE									
349,054.04	365,799	(16,744.96)	14000	HOMEOWNER ASSESSMENT REVENUE	2,174,182.55	2,194,794	(20,611.45)	4,389,588	2,215,405.45
0.00	2,000	(2,000.00)	14087	EASEMENT AGREEMENT	15,091.38	12,000	3,091.38	24,000	8,908.62
450.32	150	300.32	14101	INTEREST ON PAST DUE ASSESSMENTS	1,400.04	900	500.04	1,800	399.96
145.00	50	95.00	14110	KEY REVENUE	495.00	300	195.00	600	105.00
1,835.00	350	1,485.00	14113	CLUBHOUSE RENTAL	5,000.00	2,100	2,900.00	4,200	(800.00)
0.00	0	0.00	14116	CC&R VIOLATIONS/FINES	1,860.00	0	1,860.00	0	(1,860.00)
0.00	1,400	(1,400.00)	14122	INSURANCE REIMBURSEMENT	76,349.39	8,400	67,949.39	16,800	(59,549.39)
0.00	0	0.00	14132	MISCELLANEOUS REVENUE	11,061.89	0	11,061.89	0	(11,061.89)
235.25	0	235.25	14162	OPERATING INTEREST REVENUE	1,551.06	0	1,551.06	0	(1,551.06)
37,278.79	0	37,278.79	14163	RESERVE INTEREST REVENUE	236,636.67	0	236,636.67	0	(236,636.67)
388,998.40	369,749	19,249.40		TOTAL REVENUE	2,523,627.98	2,218,494	305,133.98	4,436,988	1,913,360.02
RESERVE CONTRIBUTION									
136.00	272	136.00	19572	GYM/WORKOUT FACILITIES RESERVES	1,224.00	1,632	408.00	3,264	2,040.00
101.00	202	101.00	19660	PAINTING-INTERIOR RES	909.00	1,212	303.00	2,424	1,515.00
1,050.00	2,100	1,050.00	19714	CONCRETE REPAIR RESERVE	9,450.00	12,600	3,150.00	25,200	15,750.00
37,278.79	0	(37,278.79)	19803	GENERAL RESERVE INTEREST	236,636.67	0	(236,636.67)	0	(236,636.67)
35,016.00	70,032	35,016.00	19820	ROOF RESERVE	315,144.00	420,192	105,048.00	840,384	525,240.00
1,350.00	2,700	1,350.00	19822	POOL/SPA RESERVE	12,150.00	16,200	4,050.00	32,400	20,250.00
3,292.50	6,585	3,292.50	19827	FENCING RESERVE	29,632.50	39,510	9,877.50	79,020	49,387.50
7,807.00	15,614	7,807.00	19833	IRRIGATION RESERVE	70,263.00	93,684	23,421.00	187,368	117,105.00
290.50	581	290.50	19846	SIGN RESERVE	2,614.50	3,486	871.50	6,972	4,357.50
5,410.00	10,820	5,410.00	19878	PAVING RESERVE	48,690.00	64,920	16,230.00	129,840	81,150.00
76.00	152	76.00	19899	RESERVE STUDY	684.00	912	228.00	1,824	1,140.00
2.00	4	2.00	L19833	OUTDOOR EQUIPMENT RSRV	18.00	24	6.00	48	30.00
6,154.00	12,308	6,154.00	L19835	PAINTING EXTERIOR RESERVE	55,386.00	73,848	18,462.00	147,696	92,310.00
18,683.50	37,367	18,683.50	L19836	STRUCTURAL REPAIRS RSRV	168,151.50	224,202	56,050.50	448,404	280,252.50
1,266.50	2,533	1,266.50	N19611	UNDERGROUND UTILITY REPR RSV	11,398.50	15,198	3,799.50	30,396	18,997.50
289.00	578	289.00	N19691	POLE LIGHT REPR RSV	2,601.00	3,468	867.00	6,936	4,335.00
1,472.50	2,945	1,472.50	N19717	CLBHOUSE REMODEL INTERIOR RENOVATI	13,252.50	17,670	4,417.50	35,340	22,087.50
102.00	204	102.00	N19830	MISCELLANEOUS RSV	918.00	1,224	306.00	2,448	1,530.00
669.50	1,339	669.50	N19974	COMMON TENNIS CRT RSV	6,025.50	8,034	2,008.50	16,068	10,042.50
7,807.00	15,614	7,807.00	N19975	GROUPS RSV	70,263.00	93,684	23,421.00	187,368	117,105.00
7,807.00	15,614	7,807.00	N19982	TREE REM/ ANNL MAINT RSV	70,263.00	93,684	23,421.00	187,368	117,105.00
136,060.79	197,564	61,503.21		TOTAL RESERVE CONTRIBUTION	1,125,674.67	1,185,384	59,709.33	2,370,768	1,245,093.33
252,937.61	172,185	80,752.61		AVAILABLE OPERATING REVENUE	1,397,953.31	1,033,110	364,843.31	2,066,220	668,266.69
OPERATING EXPENSES									
UTILITIES									

NEPENTHE ASSOCIATION
INCOME STATEMENT
06/30/2024

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c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
3,685.34	4,252	566.66	15101	ELECTRICITY	24,836.35	25,512	675.65	51,024	26,187.65
2,073.71	2,122	48.29	15102	GAS	11,203.98	12,732	1,528.02	25,464	14,260.02
3,715.37	510	(3,205.37)	15103	REFUSE COLLECTION	7,417.54	3,060	(4,357.54)	6,120	(1,297.54)
164.24	172	7.76	15105	TELEPHONE EXPENSE	985.44	1,032	46.56	2,064	1,078.56
5,001.31	5,865	863.69	15106	WATER	34,365.99	35,190	824.01	70,380	36,014.01
651.88	540	(111.88)	15155	INTERNET EXPENSE	3,840.73	3,240	(600.73)	6,480	2,639.27
15,291.85	13,461	(1,830.85)		TOTAL UTILITIES	82,650.03	80,766	(1,884.03)	161,532	78,881.97
				LAND MAINTENANCE					
48,880.00	48,880	0.00	15500	CONTRACT LANDSCAPE SERVICE	293,280.00	293,280	0.00	586,560	293,280.00
0.00	744	744.00	15511	BACKFLOW DEVICE TEST	3,000.00	4,464	1,464.00	8,928	5,928.00
48,880.00	49,624	744.00		TOTAL LAND MAINTENANCE	296,280.00	297,744	1,464.00	595,488	299,208.00
				COMMON AREA					
3,525.00	3,475	(50.00)	16020	CONTRACT POOL/SPA SERVICE	19,950.00	20,850	900.00	41,700	21,750.00
116.69	85	(31.69)	16022	POOL EQUIPMENT REPAIR	666.69	510	(156.69)	1,020	353.31
1,288.85	210	(1,078.85)	16027	POOL INSPECTION	3,866.85	1,260	(2,606.85)	2,520	(1,346.85)
0.00	210	210.00	18457	PLUMBING REPAIR	300.00	1,260	960.00	2,520	2,220.00
(4,860.00)	0	4,860.00	18501	EXPENSES TO BE REIMBURSED	(6,570.00)	0	6,570.00	0	6,570.00
523.59	1,300	776.41	18524	MATERIAL SUPPLIES	3,201.41	7,800	4,598.59	15,600	12,398.59
265.00	335	70.00	18526	PEST CONTROL	1,115.00	2,010	895.00	4,020	2,905.00
2,490.00	2,657	167.00	18531	JANITORIAL SERVICE	17,370.00	15,942	(1,428.00)	31,884	14,514.00
0.00	192	192.00	18532	JANITORIAL SUPPLIES	831.49	1,152	320.51	2,304	1,472.51
0.00	21	21.00	18534	FIRE EXTINGUISHER SERVICE	601.12	126	(475.12)	252	(349.12)
0.00	0	0.00	18544	LIGHT REPAIRS	355.00	0	(355.00)	0	(355.00)
732.00	739	7.00	18579	PATROL SERVICE	4,037.74	4,434	396.26	8,868	4,830.26
0.00	6,250	6,250.00	18736	GUTTER & DOWNSPOUT CLEANING	87,632.00	37,500	(50,132.00)	75,000	(12,632.00)
5,038.57	3,750	(1,288.57)	18767	REPAIR & MAINTENANCE	27,745.48	22,500	(5,245.48)	45,000	17,254.52
0.00	0	0.00	18771	BACKFLOW DEVICE TEST	192.00	0	(192.00)	0	(192.00)
374.37	140	(234.37)	18905	KITCHEN SUPPLIES	680.64	840	159.36	1,680	999.36
115.00	85	(30.00)	18986	FITNESS CONTRACT	761.07	510	(251.07)	1,020	258.93
9,609.07	19,449	9,839.93		TOTAL COMMON AREA	162,736.49	116,694	(46,042.49)	233,388	70,651.51
				MANAGEMENT/ON-SITE ADMIN EXP					
150.00	175	25.00	18001	COMMUNITY WEBSITE	4,203.88	1,050	(3,153.88)	2,100	(2,103.88)
370.00	100	(270.00)	18003	COMMUNITY EVENTS/PROGRAMS	1,087.19	600	(487.19)	1,200	112.81
7,800.00	8,190	390.00	19109	CONTRACT MANAGEMENT	46,800.00	49,140	2,340.00	98,280	51,480.00
0.00	210	210.00	19101	CPA SERVICES	2,105.00	1,260	(845.00)	2,520	415.00
41,760.00	0	(41,760.00)	19104	FEDERAL TAX EXPENSE	131,721.00	0	(131,721.00)	0	(131,721.00)
10,850.00	0	(10,850.00)	19105	FRANCHISE TAX BOARD	30,055.00	0	(30,055.00)	0	(30,055.00)
0.00	25	25.00	19106	TAXES & LICENSES	0.00	150	150.00	300	300.00

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----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
1,886.00	1,167	(719.00)	19108	GENERAL COUNSEL SERVICE	31,430.40	7,002	(24,428.40)	14,004	(17,426.40)
3,609.50	3,334	(275.50)	19111	MANAGEMENT REIMBURSABLE	25,661.50	20,004	(5,657.50)	40,008	14,346.50
0.00	21	21.00	19112	POSTAGE, ON-SITE	274.05	126	(148.05)	252	(22.05)
0.00	100	100.00	19117	DUES & PUBLICATIONS	600.00	600	0.00	1,200	600.00
35.00	35	0.00	19119	BANK FEES	230.00	210	(20.00)	420	190.00
14,516.30	16,500	1,983.70	19124	ON-SITE STAFF	97,360.75	99,000	1,639.25	198,000	100,639.25
520.00	583	63.00	17209	PAYROLL PROCESSING FEES	2,600.00	3,498	898.00	6,996	4,396.00
(934.96)	0	934.96	19126	DELINQUENCY MONITORING	(6,819.38)	0	6,819.38	0	6,819.38
0.00	100	100.00	19132	OPERATING CONTINGENCY	2,847.00	600	(2,247.00)	1,200	(1,647.00)
367.70	317	(50.70)	19172	ACCOUNTING REIMBURSABLES	3,101.95	1,902	(1,199.95)	3,804	702.05
(47.67)	125	172.67	19174	AMS COLLECTION EXPENSE	1,270.62	750	(520.62)	1,500	229.38
0.00	85	85.00	19178	PROPERTY TAX	0.00	510	510.00	1,020	1,020.00
7,646.92	7,583	(63.92)	19247	PAYROLL TAXES & BENEFITS	48,863.46	45,498	(3,365.46)	90,996	42,132.54
190.65	125	(65.65)	19295	ON-SITE OFFICE SUPPLIES	1,644.56	750	(894.56)	1,500	(144.56)
89.38	450	360.62	19382	COPIER LEASE	2,916.63	2,700	(216.63)	5,400	2,483.37
88,808.82	39,225	(49,583.82)		TOTAL MANAGEMENT/ON-SITE ADMIN E	427,953.61	235,350	(192,603.61)	470,700	42,746.39
				INSURANCE					
16,221.33	16,851	629.67	19107	INSURANCE	122,327.98	101,106	(21,221.98)	202,212	79,884.02
29,105.00	33,575	4,470.00	DC19307	FLOOD INSURANCE	202,030.00	201,450	(580.00)	402,900	200,870.00
45,326.33	50,426	5,099.67		TOTAL INSURANCE	324,357.98	302,556	(21,801.98)	605,112	280,754.02
207,916.07	172,185	(35,731.07)		TOTAL OPERATING EXPENSES	1,293,978.11	1,033,110	(260,868.11)	2,066,220	772,241.89
45,021.54	0	45,021.54		NET INCOME/(LOSS)	103,975.20	0	103,975.20	0	(103,975.20)

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	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
REVENUE													
14000 HOMEOWNER ASSESSMENT REVENUE	322812	366647	312932	323292	332939	348217	366882	352421	366890	368124	370812	349054	4181022
14087 EASEMENT AGREEMENT	0	7347	0	-1469	0	5874	0	7276	0	0	7816	0	26843
14101 INTEREST ON PAST DUE ASSESMEN	156	804	18	277	70	1633	49	75	461	66	299	450	4358
14110 KEY REVENUE	105	125	10	60	95	50	90	75	75	50	60	145	940
14113 CLUBHOUSE RENTAL	985	660	0	0	890	865	1440	355	645	0	725	1835	8400
14116 CC&R VIOLATIONS/FINES	0	0	0	0	0	1744	0	620	0	620	620	0	3604
14122 INSURANCE REIMBURSEMENT	1046	450	225	450	0	225	0	71172	-40	4993	225	0	78746
14132 MISCELLANEOUS REVENUE	0	-455	1162	-572	0	626	0	11062	0	0	0	0	11823
14162 OPERATING INTEREST REVENUE	484	261	245	271	256	248	283	259	247	272	255	235	3316
14163 RESERVE INTEREST REVENUE	41353	25685	18485	13701	72731	43605	41299	28496	31274	28263	70026	37279	452196
14234 LEGAL REIMBURSEMENTS	0	0	0	0	0	2523	0	0	0	0	0	0	2523
TOTAL REVENUE	366941	401524	333077	336010	406980	405610	410043	471810	399552	402387	450838	388998	4773770
RESERVE CONTRIBUTION													
19572 GYM/WORKOUT FACILITIES RESERVE	275	0	550	413	413	275	0	272	272	272	272	136	3149
19660 PAINTING-INTERIOR RES	184	0	368	276	276	184	0	202	202	202	202	101	2197
19714 CONCRETE REPAIR RESERVE	4097	0	8194	6146	6146	4097	0	2100	2100	2100	2100	1050	38129
19803 GENERAL RESERVE INTEREST	41353	25685	18485	13701	72731	43605	41299	28496	31274	28263	70026	37279	452196
19820 ROOF RESERVE	70521	0	141042	105782	105782	70521	0	70032	70032	70032	70032	35016	808791
19822 POOL/SPA RESERVE	2751	0	5502	4127	4127	2751	0	2700	2700	2700	2700	1350	31407
19827 FENCING RESERVE	4935	0	9870	7403	7403	4935	0	6585	6585	6585	6585	3293	64178
19833 IRRIGATION RESERVE	10477	0	20954	15716	15716	10477	0	15614	15614	15614	15614	7807	143602
19846 SIGN RESERVE	370	0	740	555	555	370	0	581	581	581	581	291	5205
19878 PAVING RESERVE	11628	0	23256	17442	17442	11628	0	10820	10820	10820	10820	5410	130086
19899 RESERVE STUDY	166	0	332	249	249	166	0	152	152	152	152	76	1846
L19833 OUTDOOR EQUIPMENT RSRV	5	0	10	8	8	5	0	4	4	4	4	2	53
L19835 PAINTING EXTERIOR RESERVE	13496	0	26992	20244	20244	13496	0	12308	12308	12308	12308	6154	149858
L19836 STRUCTURAL REPAIRS RSRV	41002	0	82004	61503	61503	41002	0	37367	37367	37367	37367	18684	455166
N19611 UNDERGROUND UTILITY REPR RSV	1395	0	2790	2093	2093	1395	0	2533	2533	2533	2533	1267	21164
N19691 POLE LIGHT REPR RSV	618	0	1236	927	927	618	0	578	578	578	578	289	6927
N19717 CLBHOUSE REMODEL INTERIOR RENO	3001	0	6002	4502	4502	3001	0	2945	2945	2945	2945	1473	34260
N19830 MISCELLANEOUS RSV	434	0	868	651	651	434	0	204	204	204	204	102	3956
N19974 COMMON TENNIS CRT RSV	1312	0	2624	1968	1968	1312	0	1339	1339	1339	1339	670	15210
N19975 GROUNDS RSV	10477	0	20954	15716	15716	10477	0	15614	15614	15614	15614	7807	143602
N19982 TREE REM/ ANNL MAINT RSV	10477	0	20954	15716	15716	10477	0	15614	15614	15614	15614	7807	143602
TOTAL RESERVE CONTRIBUTION	228974	25685	393727	295133	354162	231226	41299	226060	228838	225827	267590	136061	2654581
AVAILABLE OPERATING REVENUE	137967	375840	-60650	40878	52818	174384	368744	245750	170714	176560	183248	252938	2119189
OPERATING EXPENSES													

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	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
UTILITIES													
15101 ELECTRICITY	3254	3790	6309	1289	4034	3422	3589	3891	7284	0	6387	3685	46935
15102 GAS	1209	335	509	1679	2941	2697	2569	2521	1928	1372	740	2074	20574
15103 REFUSE COLLECTION	111	64	85	90	95	486	776	1110	690	1007	118	3715	8349
15105 TELEPHONE EXPENSE	164	164	164	164	164	164	164	164	164	164	164	164	1971
15106 WATER	4291	5382	965	8038	5424	4875	6088	7125	5055	6012	5085	5001	63341
15155 INTERNET EXPENSE	626	627	599	627	627	627	627	637	637	637	652	652	7572
TOTAL UTILITIES	9655	10361	8632	11886	13286	12270	13814	15448	15758	9192	13146	15292	148741
LAND MAINTENANCE													
15500 CONTRACT LANDSCAPE SERVICE	45100	45100	45100	45100	45100	45100	0	97760	48880	48880	48880	48880	563880
15511 BACKFLOW DEVICE TEST	0	0	0	7524	0	0	0	3000	0	0	0	0	10524
TOTAL LAND MAINTENANCE	45100	45100	45100	52624	45100	45100	0	100760	48880	48880	48880	48880	574404
COMMON AREA													
16020 CONTRACT POOL/SPA SERVICE	3375	3525	3675	3675	3525	3375	3675	3375	3075	3225	3075	3525	41100
16022 POOL EQUIPMENT REPAIR	0	0	0	0	0	0	0	0	0	0	550	117	667
16027 POOL INSPECTION	0	0	0	0	0	0	0	0	659	1919	0	1289	3867
18457 PLUMBING REPAIR	0	0	0	0	625	0	0	0	0	300	0	0	925
18501 EXPENSES TO BE REIMBURSED	0	0	0	0	0	0	-360	0	-1350	0	0	-4860	-6570
18524 MATERIAL SUPPLIES	1552	677	1263	0	2231	347	636	576	751	1146	-431	524	9270
18526 PEST CONTROL	150	350	0	1507	150	0	365	0	355	65	65	265	3272
18531 JANITORIAL SERVICE	2490	3290	0	2959	6041	0	4980	3470	3940	2490	0	2490	32150
18532 JANITORIAL SUPPLIES	0	0	0	0	0	0	1013	0	12	166	-360	0	831
18534 FIRE EXTINGUISHER SERVICE	0	179	0	0	0	0	0	225	193	182	0	0	780
18544 LIGHT REPAIRS	0	0	0	0	0	0	0	0	0	355	0	0	355
18579 PATROL SERVICE	551	0	623	545	467	1144	634	1304	0	696	672	732	7368
18736 GUTTER & DOWNSPOUT CLEANING	945	0	0	32456	0	0	32456	27588	0	27588	0	0	121033
18767 REPAIR & MAINTENANCE	0	325	1791	4397	6436	5337	2502	5979	4768	5170	4287	5039	46031
18771 BACKFLOW DEVICE TEST	0	0	0	0	0	0	0	0	96	0	96	0	192
18905 KITCHEN SUPPLIES	234	0	169	0	0	0	219	88	0	0	0	374	1084
18986 FITNESS CONTRACT	0	0	289	0	0	0	256	0	228	0	161	115	1050
TOTAL COMMON AREA	9297	8346	7810	45539	19475	10202	46377	42604	12728	43303	8116	9609	263404
MANAGEMENT/ON-SITE ADMIN EXP													
18001 COMMUNITY WEBSITE	150	150	150	150	150	150	150	1230	249	150	2275	150	5104
18003 COMMUNITY EVENTS/PROGRAMS	0	72	0	91	0	897	470	97	45	105	0	370	2147
19109 CONTRACT MANAGEMENT	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	93600
19010 PENDING P-CARD EXPENSE	-393	0	0	426	-426	0	0	0	0	0	0	0	-393
19101 CPA SERVICES	0	0	0	0	0	0	0	0	2105	0	0	0	2105
19104 FEDERAL TAX EXPENSE	44079	0	0	90	0	0	0	0	0	89961	0	41760	175800

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19105 FRANCHISE TAX BOARD	17679	0	0	0	0	0	0	0	0	19205	0	10850	47734
19106 TAXES & LICENSES	0	0	0	0	1260	0	0	0	0	0	0	0	1260
19108 GENERAL COUNSEL SERVICE	0	14796	1665	495	2981	3264	11181	0	11217	4500	2646	1886	54631
19111 MANAGEMENT REIMBURSABLE	3610	3610	925	3610	6294	925	3620	7604	3610	3610	3610	3610	44634
19112 POSTAGE, ON-SITE	0	0	86	0	40	0	0	79	0	57	138	0	399
19117 DUES & PUBLICATIONS	0	0	0	0	0	0	0	0	600	0	0	0	600
19119 BANK FEES	35	35	35	35	35	35	55	35	35	35	35	35	440
19124 ON-SITE STAFF	17237	26663	26017	7269	21827	14038	0	23825	29769	7057	22193	14516	210413
17209 PAYROLL PROCESSING FEES	520	520	520	1040	520	1040	0	520	520	520	520	520	6760
19126 DELINQUENCY MONITORING	-1129	-1651	-346	-1041	-974	-2564	-440	-671	-2633	-750	-1389	-935	-14524
19132 OPERATING CONTINGENCY	0	0	0	0	0	491	0	0	0	0	2847	0	3338
19143 LEGAL-COLLECTIONS	-321	197	4142	0	-512	739	0	0	0	0	0	0	4246
19172 ACCOUNTING REIMBURSABLES	359	326	0	340	671	0	389	1141	467	374	364	368	4798
19174 AMS COLLECTION EXPENSE	170	-923	0	-423	493	-908	781	737	-1260	880	180	-48	-319
19178 PROPERTY TAX	0	114	0	0	785	0	0	0	0	0	0	0	899
19247 PAYROLL TAXES & BENEFITS	8926	13508	11684	3859	10361	6883	0	11997	13851	3783	11586	7647	104085
19295 ON-SITE OFFICE SUPPLIES	607	26	262	127	605	231	482	480	222	157	114	191	3503
19382 COPIER LEASE	278	482	1064	0	2511	482	447	0	654	718	1008	89	7734
TOTAL MANAGEMENT/ON-SITE ADM	99609	65725	54004	23777	54420	33504	24934	54873	67250	138160	53928	88809	758992
INSURANCE													
19107 INSURANCE	11370	11370	0	32443	7559	16221	16221	16221	16221	16221	41221	16221	201292
DC1930 FLOOD INSURANCE	31467	31467	31467	31467	31467	-22167	56505	29105	29105	29105	29105	29105	337198
TOTAL INSURANCE	42837	42837	31467	63910	39026	-5946	72726	45326	45326	45326	70326	45326	538490
TOTAL OPERATING EXPENSES	206498	172369	147013	197735	171306	95131	157851	259012	189942	284861	194397	207916	2284031
NET INCOME/(LOSS)	-68531	203470	-207663	-156858	-118489	79212	210893	-13261	-19228	-108301	-11149	45022	-164883