

NEPENTHE ASSOCIATION
BOARD OF DIRECTORS MEETING
November 02, 2016, 5:30 PM

Nepenthe Clubhouse | 1131 Commons Drive | Sacramento, CA 95825

OPEN SESSION MINUTES

I. CALL TO ORDER 5:36pm

Present	Board Member	Positon
X	Ivan Gennis	President
X	Steve Huffman	Vice President
X	Linda Cook	Secretary
	Will Vizzard	Treasurer
X	Joan Haradon	Member at Large

II. ANNOUNCEMENTS

- a. **Executive Session Disclosure: Disclosure** In accordance with Civil Code Section 4935(a), the Board met in Executive Session on August 3, 2016 in order to consider matters relating to personnel, member discipline, legal matters and the formation of third-party contracts.

Items of discussion include:

- Homeowner Hearing
- Non-compliant satellite and cable installations
- Contract Negotiations

III. COMMITTEE REPORTS

- a. **Ad Hoc Committee on University Ave. Lots-** No report given.
- b. **Architectural Review Committee-** Verbal report provided at meeting. Minutes provided to Board in their packet.
- c. **Finance Committee-** Verbal report provided at meeting. Minutes provided to Board in their packet.
- d. **Grounds Committee-** Verbal report provided at meeting. Minutes provided to Board in their packet.
- e. **Insurance, Legal and Safety Committee-** Verbal report provided at meeting.
- f. **Outreach Committee-** Verbal report provided at meeting. Minutes provided to Board in their packet.
- i. Director Linda Cook Motioned to approve a \$1,000 budget for the Nepenthe Holiday Party. The motion was seconded by Director Joan Haradon and the motion passed unanimously.

IV. MANAGEMENT REPORTS

- a. **Operations Report-**
- i. Phase III Siding and Painting continues on schedule.

- ii. At the October 05, 2016 Board meeting the following trees work was authorized:
- Live Oak #875 at 2322 Swarthmore: prune out dead wood, pull ivy away from base of tree, provide deep root feed to invigorate root system and monitor.
 - Red Bud #954 at 2324 Swarthmore: Remove and replace.
 - Tulip Tree # 2084 next to 1581 University: Remove and replace.
 - Ponderosa Pine #1289 at 1004 Dunbarton: Removal and replacement
 - Red Maple #1123 at 1110 Dunbarton: Removal and replacement.
 - White Birch Tree #1602 at 1245 Vanderbilt: Removal and replacement.
 - Deodar cedar #1353 at 711 Elmhurst: prune 3-4 limbs away from the roof to eliminate turkey roosting area
 - Locust Tree#1996 at 700 Elmhurst: Weight reduction pruning.
 - Chinese Elm Tree #1960 at 306 Elmhurst: Weight reduction pruning.
 - Crabapples at 118 Dunbarton. Trees are growing into new planted Zelkova and should be trimmed back to allow the Zelkova canopy development.
 - Crabapple #1315 at 903 Elmhurst. Remove and Replace
 - Aleppo Pine Tree #1418 at 603 Elmhurst. Weight reduction pruning to help minimize possible limb failure.
- This work is almost complete.

- iii. The Board will be reviewing Paul Dubois's 09/27/2016 report and recommendations at the November 2nd meeting. He is recommending the following tree work:
- Zelcova Trees #685,686,690 at 1113 Dunbarton: Clean and thin canopy and weight reduction pruning.
 - Pear #1512 at 1119 Vanderbilt: Weight reduction pruning.
 - Birch # 1523 at 1113 Vanderbilt: Safari Drench For beetle.
 - Birch #1032 at 801 Dunbarton: Remove & Stump Grind.
 - Birch #1577 at 1213 Vanderbilt: Remove & Stump Grind.
 - Birch #525 at 2246 Swarthmore: Remove & Stump Grind.
 - Redwoods #2061-2067 Deep Root Watering (Starting in June 2017).
- iv. Since the last Board meeting, there were a total of 30 violation notices placed on vehicles in the community by the security patrol. There was 2 vehicle towed during this time. Reports are reviewed by management daily, recapping the rounds and interactions of the officers on duty.
- v. Since the last Board meeting, management sent 2 compliance notices, 1 regarding trash not put away and 1 for improperly parking.
- b. Master Calendar Report-** Manager Bettsi Ledesma reviewed the calendar with the Board.

V. HOMEOWNER CORRESPONDENCE- Board reviewed correspondence received.

VI. HOMEOWNER FORUM- Comments were received on a number of topics. Management made notes of the comments for possible future Board action.

VII. CONSENT CALENDAR

Motion: Director Steve Huffman

Second: Director Linda Cook

Vote: All in Favor

Resolution: The Board approved Consent Calendar items A to E as presented.

Begin Consent Calendar

a. Approval of Minutes October 05, 2016 Open Session

Resolution: The Open Session minutes dated October 05, 2016 were approved as presented.

b. Financial Statement: September 2016

Resolution: The Board accepted the September 2016 interim financial reports and bank reconciliations as presented, subject to annual review. The report reflects a positive year to date variance of \$264,761.27 and reserve funding of \$1,500,282.13 compared to the reserve funding budget of \$1,473,894. The reserves are funded through August 2016. The Association has \$531,920.63 in operating funds, which represents 1.96 months of budgeted expenses and reserve contributions. The Association has \$5,578,800.68 in reserve funds.

c. Appoint Committee Member

Homeowner Marilyn Livingston has submitted her application to serve on the Grounds Committee. She has also agreed to abide by the Nepenthe Conflict of Interest Policy. Proposed Resolution: The Board hereby appoints Marilyn Livingston, a member in good standing to the Grounds Committee.

d. Lien Resolution

Per the enclosed Resolution dated October 13, 2016, Management is requesting authorization to place liens on the following accounts should the delinquent assessments not be paid within the time period established in the Intent-to-Lien letter.

Account Number	Past Due Amount
2501-01	\$914.00

e. Architectural Applications

The Architectural Review Committee met on October 10, 2016 to review the enclosed applications.

Resolution: The Board confirmed the decisions of the committee.

Address	Application for	Decision
809 Dunbarton Circle	Window Replacement	Approved
1111 Dunbarton Circle	HVAC Replacement	Approved

700 Elmhurst Circle	Window Replacement	Approved
709 Elmhurst Circle	Installation of Front Storm Door	Approved
2248 Swarthmore Drive	Window Replacement	Approved
1207 Vanderbilt Way	Window Replacement	Approved
811 Dunbarton Circle	HVAC Replacement	Approved
13 Colby Court	HVAC Replacement	Approved

End Consent Calendar

VIII. UNFINISHED BUSINESS - None

IX. NEW BUSINESS

a. Proposals for Tree Work

The Board will reviewed arborist Paul Dubois’s 09/27/2016 report and recommendations at the November 2nd meeting. Zelcova Trees #685,686,690 at 1113 Dunbarton: Clean and thin canopy and weight reduction pruning.

- Pear #1512 at 1119 Vanderbilt: Weight reduction pruning.
- Birch # 1523 at 1113 Vanderbilt: Safari Drench For beetle.
- Birch #1032 at 801 Dunbarton: Remove & Stump Grind.
- Birch #1577 at 1213 Vanderbilt: Remove & Stump Grind.
- Birch #525 at 2246 Swarthmore: Remove & Stump Grind.
- Redwoods #2061-2067, Deep Root Watering (Starting in June 2017).

Resolution: The Board approved the removals and specific tree pruning as proposed by Grove Total Tree Care for the amount of \$4,330, payable from Reserves which has a remaining 2016 allocation for tree work of \$63,004 +/-.

Motion: Director Joan Haradon

Second: Director Steve Huffman

Vote: All in Favor

X. HOMEOWNER FORUM- There were no comments from the Homeowners

XI. NEXT MEETING: Wednesday, December 7, 2016 at 5:30 pm in the Nepenthe clubhouse

XII. ADJOURN @ 6: 02pm