



NEPENTHE ASSOCIATION

Open Session Nepenthe Board of Directors

March 3, 2021 5:30 PM
 Nepenthe Clubhouse
 1131 Commons Drive
 Sacramento, 95825

MINUTES

Directors Present

LINDA COOK
 CHRISTINA GEORGE
 GREGORY BEALE
 WILLIAM VIZZARD TTEE
 MARY GRAY

Directors Absent

None

Additional Attendees

Betsi Ledesma, General Manager, FirstService Residential

I. CALL TO ORDER

President George called the meeting to order at 5:32 PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board will meet in Executive Session immediately preceding the Open Session meeting in order 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.

Teleconference Notice:

Pursuant to the Centers for Disease Control and Prevention's (CDC) interim guidance on mitigation strategies in response to COVID-19 outbreak, including the implementation of social distancing measures where feasible, this meeting is being held via teleconference and videoconference. All homeowners were provided with call-in and video conference information and an opportunity to address the Board of Directors during Homeowner Forum.

Please be advised that pursuant to California Penal Code section 632 it is a crime to intentionally use a recording device to eavesdrop on a confidential communication without the express consent of all parties to the communication.

III. COMMITTEE UPDATE & INVITED GUESTS

The Board reviewed the minutes from the following committees:

1. Architectural Review Committee

2. Finance Committee
3. Grounds Committee
4. Outreach Committee

The Insurance, Legal and Safety Committee did not meet in February.

IV. REPORTS

The Board reviewed the management reports which included the Operations Report, Master Calendar Report and Landscape Reports.

V. HOMEOWNER FORUM

VI. HOMEOWNER CORRESPONDENCE

The Board reviewed the homeowner correspondence. One letter was a request from an owner regarding a patio fence. The directors agreed to put this item on the next agenda under New Business.

VII. CONSENT CALENDAR

Resolved

The Board approves Consent Calendar Items A to F as presented.

Motion: COOK
Second: BEALE

► *The motion passed unanimously*

A. APPROVAL OF MINUTES - FEBRUARY 2021

Resolved

That the Open Session Minutes dated February 3, 2021 be approved as presented.

B. FINANCIAL STATEMENT - JANUARY 2021

Resolved

That the Board approves the Association's income statement for January 2021, 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 \$332,671 and year-to-date reserve funding of \$185,229 compared to the year-to-date reserve funding budget of \$181,720. The actual year-to-date operating expenses were \$127,429. The budgeted year-to-date operating expenses were \$137,490. The association has \$322,525 in operating funds, which represents 1.01 months of budgeted expenses and reserve contributions. The association has \$9,806,576 in reserve funds.

C. LIEN RESOLUTION

Resolved

Per the enclosed Resolution, 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
2058-01	\$1,054.00
2202-04	\$1,105.90

D. APPOINT CHAIR TO OUTREACH COMMITTEE

Resolved

Homeowner in good standing, Ashley Tangeraas, is hereby appointed to Chair the Outreach Committee, term ending May 26, 2021.

E. RECEIVE SLATE OF CANDIDATES FROM NOMINATING COMMITTEE

Resolved

The Board accepts the report of the 2021 Nominating Committee.

F. ARCHITECTURAL APPROVALS

Resolved

	<i>Address</i>	<i>Application for</i>	<i>Recommendation</i>
1	20 Adelphi	Window Replacement	Approval
2	818 Elmhurst	Solar Tubes	Approval
3	1263 Vanderbilt	Window replacements	Approval
4	1039 Commons	Window replacements	Approval
5	709 Elmhurst	HVAC replacement	Approval
6	1653 University	Emergency HVAC replacement	Approval
7	901 Elmhurst	Emergency HVAC replacement	Approval

VIII. UNFINISHED BUSINESS

A. PROPOSED SIGN/FLAG RULES

Resolved

The Board approves the draft of the **POLITICAL SIGNS, UNITED STATES FLAGS AND NONCOMMERCIAL SIGNS DISPLAY RULES** and sets the date of the next regular Open Session on April 7, 2021 for the adoption of the rules allowing Management enough time to deliver the Notice for adoption of the rules for a minimum of 28 days' prior to the April 7, 2021 meeting.

Motion: VIZZARD TTEE

Second: BEALE

► *The motion passed unanimously*

B. EMERGENCY PREPAREDNESS PLAN

Resolved

The Board of Directors approves the Emergency Preparedness Plan and directs management to replace the evacuation maps with cleaner copies, distribute the plan via email and add it to the community website, www.NepentheHOA.com. Management to review the document twice yearly and provide edits for Board approval as needed going forward. Management is further directed to inform the membership that printed copies are available upon request.

Motion: VIZZARD TTEE

Second: COOK

► *The motion passed unanimously*

IX. NEW BUSINESS

A. ARCHITECTURAL APPLICATIONS FOR 21 COLBY

Resolved

The Board hereby resolves the following actions in regards to the Home Improvement Applications of 21 Colby:

1. **Denies** the front door application and directs the homeowner to apply for a replacement door that complies with the adopted Architectural Guidelines.
2. **Approves** the camera on the southeast corner of the residence conditional upon keeping the camera directed at the walkway and landscape and not on 14 Colby.
3. **Approves** the camera on the rear façade of the home at the second story window conditional upon moving the camera below the plate line and keeping the camera directed only at the backyard area.
4. **Approves** the camera in the upper right corner of the garage façade conditional upon the camera being directed downward towards the garage door and blacktop alley area and not at 9 or 11 Colby. **All cameras approved are to be painted the same color as the home.**
5. **Denies** the three-lamp motion-sensor light fixture at the upper right corner of the garage fixture and directs the homeowner to remove it.
6. **Approves** the cylindrical lamp on the side of the garage illuminating the sidewalk to the backyard gate.
7. **Denies** the twin lamp motion sensor above the front door.

Motion: COOK

Second: BEALE

► *The motion passed unanimously*

B. REQUESTS FROM OUTREACH COMMITTEE

Background

Requests pulled from the Minutes submitted by the Outreach Committee:

- Homeowner Forum to be on April 10, Saturday, at 11:00 by the Nepenthe Clubhouse pool. It is an opportunity to foster community connections with Board and committees.
- Outreach Committee Column in the monthly Newsletter will introduce our committee, be a way to learn about our neighbors, and post about upcoming outreach events.
- Send out the attached questionnaire in March.

The Directors discussed the requests at some length. It was agreed that the Homeowner Education Forum should be held after the Annual Meeting/Election on May 26th. It was noted that any information the Outreach Committee wished to be conveyed to homeowners could be provided to the General Manager for inclusion in the newsletter. The Directors reviewed the questionnaire and authorized the General Manager to facilitate its distribution via eblast to the membership.

C. PROPOSED RULE TO PROHIBIT OVERNIGHT PARKING OF COMMERCIAL VEHICLES

Resolved

The Board approves the draft of the **COMMERCIAL VEHICLE RULES** and sets the date of the next regular Open Session on April 7, 2021 for the adoption of the rules allowing Management enough time to deliver the Notice for adoption of the rules for a minimum of 28 days' prior to the April 7, 2021 meeting.

Motion: BEALE

Second: COOK

AYEs: GEORGE, COOK, BEALE, VIZZARD TTEE

NAYs: None
Abstained: GRAY

▶ *The motion passed*


X. SECOND HOMEOWNER FORUM

XI. NEXT BOARD MEETING

The Association's next Board meeting will be held Wednesday, April 7, 2021 at 5:30 PM.

XII. ADJOURN

The meeting was adjourned at 6:43 PM.



APPROVED

04/08/2021

DATE