



NEPENTHE ASSOCIATION
Open Session Nepenthe Board of Directors

September 1, 2021 6:00 PM
 Nepenthe Clubhouse
 1131 Commons Drive
 Sacramento, 95825

MINUTES

Directors Present

LINDA COOK - Secretary
 MARY GRAY - Vice President
 JOHN BAKER - President
 MARKUS DASCHER TTEE - Director at Large
 ASHLEY TANGERAAS - Treasurer

Directors Absent

None

Additional Attendees

Bettsi Ledesma, CMCA, General Manager, FirstService Residential
 Nirmal Dhesi, Assistant Community Manager, FirstService Residential

I. CALL TO ORDER

The meeting was called to order at 6:00 pm.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board met 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.

III. COMMITTEE UPDATES

The following committees submitted minutes for Board review:

- Architectural Review Committee
- Finance Committee
- Grounds Committee
- Insurance, Legal & Safety Committee
- Outreach Committee

IV. REPORTS

Management Reports recap actions taken by the onsite team in the month of August 2021.

V. HOMEOWNER FORUM

A number of owners addressed the Board on items of community concern.

VI. HOMEOWNER CORRESPONDENCE

All correspondence received for the proposed parking rule change were in the packet under Unfinished Business: Parking Rule Change

Other correspondence received from homeowners throughout the month is listed below.

1. 3 Adelphi - Fitness Center Equipment
2. 1037 Commons - Landscape Lighting
3. 718 Elmhurst - Access to Electrical Panels
4. 202 Dunbarton - Landscape Renovations
5. 324 Elmhurst - Landscape Renovations
6. 2242 Swarthmore - Landscape Renovations

VII. CONSENT CALENDAR

Resolved

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

Motion: LINDA COOK

Second: MARY GRAY

► *Resolved*
The motion passed unanimously

A. APPROVAL OF MINUTES

Resolved

The Open Session Minutes dated August 4, 2021 are approved as presented.

B. FINANCIAL STATEMENT

Resolved

The Board approves the Association’s income statement for July 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 \$2,947.30 and year-to-date reserve funding of \$1,327,743 compared to the year-to-date reserve funding budget of \$1,272,040. The actual year-to-date operating expenses were \$987,743. The budgeted year-to-date operating expenses were \$962,430. The association has \$451,064 in operating funds, which represents 1.41 months of budgeted expenses and reserve contributions. The association has \$10,647,232 in reserve funds.

C. ARCHITECTURAL APPROVALS

Resolved

The Board confirms the recommendations of the committee as noted below:

| | |
|----------------------|------------------|
| 1071 Elmhurst Circle | HVAC |
| 609 Dunbarton Circle | Security Cameras |

D. LIEN RESOLUTION AUGUST 17, 2021

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 | \$1,299.15 |
| 2228-01 | \$1,070.00 |
| 2310-01 | \$1070.00 |
| 2519-01 | \$1,070.00 |

E. APPOINT COMMITTEE MEMBERS

Resolved

The Board appoints Diane Luttrell and Christina George, homeowners in good standing to serve on the Grounds Committee until the end of the term in May 2022.

VIII. UNFINISHED BUSINESS

A. PARKING RULE CHANGE

Resolved

The Board changed the Parking Rules as stated:

DUNBARTON CIRCLE AND UNIVERSITY AVENUE RESIDENTS

Parking for owners, other residents and their guests is permitted, except between the hours of 12:00 a.m. and 6:00 a.m., on one side of Dunbarton Circle only, as indicated by the signs posted on those streets. The same rule applies to the guest stalls in the alleys on University Avenue. Public parking in those locations is prohibited.

Each home located on Dunbarton Circle and University Avenue will receive two placards for their overnight guest(s) at no charge. Replacement of lost placards can be obtained at the management office for a fee of \$10. Placards are for guest vehicles only and not for resident vehicles. Placards do not provide for parking on the City streets which are administered by the City of Sacramento.

First Motion

Failed motion: To defer any decision on Parking Rules until more input is sought and received from the membership.

Motion: LINDA COOK

Second: MARKUS DASCHER TTEE

AYEs: LINDA COOK, MARKUS DASCHER TTEE

NAYs: MARY GRAY, JOHN BAKER, ASHLEY TANGERAAS

► *The motion did not pass*

Second Motion

Motion: MARY GRAY

Second: ASHLEY TANGERAAS

AYEs: MARY GRAY, JOHN BAKER, ASHLEY TANGERAAS

NAYs: LINDA COOK, MARKUS DASCHER TTEE

▶ *Resolved*
The motion passed

B. WATER METER BILLING REPORT

The first water meter consumption report from the City was reviewed.

C. INSURANCE RENEWAL

This item was tabled.

IX. NEW BUSINESS

A. ADOPT RESERVE STUDY

This item was tabled.

B. TREE CARE PROPOSAL - ZONE 4

On July 23, 2021, Arborist Paul Dubois conducted his annual walk in Zone 4. He identified a number of trees in need of intervention. His report has been provided to the Board under separate cover. The Grounds Committee reviewed the report at their August 19, 2021 meeting and voted to recommend the work delineated.

See resolution under New Business Item C.

C. TREE CARE PROPOSAL - ZONE 7

Resolved

The Board approves the proposal from The Grove Total Tree Care for tree work in Zone 7 for a fee not to exceed \$20,175 and the tree care work in Zone 4 for a fee not to exceed \$25,110 both payable from Reserves.

Motion: JOHN BAKER

Second: LINDA COOK

▶ *Resolved*
The motion passed unanimously

D. PROPOSAL TO CLEAN ROOFS ON UNIVERSITY AVE.

Resolved

The Board approves the proposal from Bailey Boys for an additional roof cleaning in Zone 7 in the amount of \$4,200, payable from the Operating Fund.

Motion: MARY GRAY

Second: LINDA COOK

▶ *Resolved*
The motion passed unanimously

E. PROPOSED PARKING RULE CHANGE FOR ELMHURST CIRCLE

Resolved

The Board approves the proposed rule below and instructs management to send it out for member

comment for a period of no less than 28-days before final adoption:

ELMHURST CIRCLE RESIDENTS

Parking for owners, other residents and their guests is permitted on one side of Elmhurst Circle only, as indicated by the signs posted on those streets. Each home located on Elmhurst Circle will receive two placards for their guest(s) at no charge. Replacement of lost placards can be obtained at the management office for a fee of \$10. Placards are for guest vehicles only and not for resident vehicles.

Public parking on Elmhurst Circle is prohibited. Placards do not provide for parking on the City streets which are administered by the City of Sacramento.

Motion: MARY GRAY

Second: ASHLEY TANGERAAS

AYEs: MARY GRAY, JOHN BAKER, ASHLEY TANGERAAS

NAYs: None

Abstained: LINDA COOK, MARKUS DASCHER TTEE

▶ *Resolved*
The motion passed

X. SECOND HOMEOWNER FORUM

XI. NEXT BOARD MEETING

The Association's next Board meeting will be held Wednesday, October 6, 2021 at 6:00 pm.

XII. ADJOURN

The meeting adjourned at 7:45 PM.


APPROVED


DATE