

NEPENTHE ASSOCIATION

Open Session Nepenthe Board of Directors

March 1, 2023 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, 95825

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=bDJDa1MyUswQ0ZPSU81Y05jeVF6dz09>

Meeting ID: 882 7211 1861

Passcode: 620373

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.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

Background

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on February 6 and March 1, 2023, 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. REPORTS

A. CONSTRUCTION MANAGER'S REPORT

Construction Manager Paul Reeves' written report is enclosed in the materials for this meeting.

Supporting Documents

Reeves Monthly Report February 2023.pdf	5
Nepenthe Projected Costs for Siding and Fencing.pdf	12
Nepenthe Change Order Log Updated 2.23.23.pdf	16

B. GENERAL MANAGER'S REPORT

General Manager Bettsi Ledesma has submitted the enclosed reports and will answer any questions the Board may have.

Supporting Documents

Management Report.2023-03-01.pdf	28
Farmers Building Loss Worksheet 2.23.23.pdf	32
Work Order Report.pdf	35

IV. COMMITTEE UPDATES

Supporting Documents

February ARC Minutes.pdf	51
Finance Committee Minutes.2023-01-30.docx	54
February Grounds Committee Minutes.pdf	57
ILS Committe Meeting for Feb 2023.pdf	60
Outreach Minutes February.pdf	62

V. 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.

VI. HOMEOWNER CORRESPONDENCE

Supporting Documents

 [Correspondence - Paula Connors.pdf](#) 65

 [Correspondence - Nancy Cochrane.pdf](#) 67

 [Correspondence - Steve Huffman.pdf](#) 77

VII. CONSENT CALENDAR

Background

In an effort to expedite the board meetings, Management has placed several business items on a Consent Calendar. Please review the items prior to the meeting so that you may have your questions answered in advance.

Proposed Resolution

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

A. APPROVAL OF MINUTES

Proposed Resolution

The Open Session Minutes dated February 1, 2023 are approved as presented.

Supporting Documents

 [NEP 2023-2-1 Open Session Minutes.pdf](#) 79

B. FINANCIAL STATEMENT

Background

The financial reports have been delivered to the directors under separate cover.

Proposed Resolution

The Board accepts the Association’s income statement for January 2023 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 \$29,509 and year-to-date reserve funding of \$428,172 compared to the year-to-date reserve funding budget of \$187,621. The actual year-to-date operating expenses were \$154,825. The budgeted year-to-date operating expenses were \$154,038. The association has \$182,336 in operating funds, which represents .53 months of budgeted expenses and reserve contributions. The association has \$11,107,007 in reserve funds.

C. ARCHITECTURAL APPROVALS

The Board affirms the recommendations of the Architectural Review Committee as noted below:

Address	Improvement	Recommendation
1016 Dunbarton	Windows & Patio Sliders	Approval
806 Dunbarton	Retractable Awning	Approval
1396 Commons	Window Glass	Emergency Approval
1219 Vanderbilt	HVAC Replacement	Emergency Approval

VIII. NEW BUSINESS

A. APPOINT WILL VIZZARD TO AD HOC COMMITTEE ON SIDING

Given homeowner Will Vizzard's prior work on evaluating siding options and his years of service during the last siding and paint cycle in addition to his current service on the Finance Committee, the Board will appoint Mr. Vizzard to monitor, review and make recommendations concerning the current cycle. It is anticipated that Mr. Vizzard will be able to provide projections related to the length of the siding cycle in the future.

Proposed Resolution

The Board appoints homeowner in good standing, Will Vizzard, to serve as an ad hoc Siding Committee to review the current siding work and make recommendations for future siding projects.

IX. SECOND 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.

X. NEXT BOARD MEETING

The Association's next open Board meeting will be held April 5, 2023 at 6:00 pm..

XI. ADJOURN

Reeves Monthly Report February 2023.pdf



**Dry Rot and Painting Project
Phase One 2022-2023**

Monthly Project Report For February 2023

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



1. Project Overview	3
2. Cost Management	4
Scope Management	Moved to a separate attachment.
3. Invoice Control	5- 6

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



1. Project Overview- January 2023

February has been productive. Update on progress is below.

1. Dry rot repairs and painting are completed at building unit addresses-
2310, 2312, 2314, 2316, 2318 Swarthmore.
201, 203, 205, 301, 307, 401, 403, 405, 407 Dunbarton.

2. Dry rot repairs are completed at. 2320, 2322, 2324, 2326, 2328, 2330
Swarthmore. and 409, 411, 501, 503, 505, Dunbarton.

3. Repairs are in process at 507, 505, 511 Dunbarton.
These will be complete in the next week weather permitting.

4. Painting prep has started at these addresses. And will continue, weather permitting.

5. Looking ahead,

Current units being worked on will be done in mid March weather permitting.
813 & 815 Both have water intrusion when it rains. See #7 below.
Change orders for them or on the change order log.
Once approved the repairs will be scheduled.
The next units on the list are,
601 through 711 Dunbarton.

6. Weather permitting CPR and myself will do are pre-construction inspection
At 811 through 1019 Dunbarton in March.

7. **Change order log-** Due to its size it has been moved to its own attachment.
Note- CO'S 103, 104, 105 are for 813 -815 DB that is being done out of sequence.

8. Changes to Cost Management and Invoice Control for the month of February
are highlighted in **yellow**.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



2. Cost Management

Total Contract Amount

Contractor Code	Scope	Budget Value (\$)	Change Orders Value (\$)	Permits Value (\$)	Invoiced Value (\$)	Value Paid (\$)	
CPR Construction	Original Contract	\$822,857.00			\$374,071.21 Includes change orders Less Retention	\$282,548.07	
CPR Construction	Change Orders Approved		\$257,304.11		Included Above		
CPR Construction	Total Retention to date	\$29,178.54					
CPR Construction	Permits				\$1,674.47		
Progressive Painting	Painting Original Contract	\$306,250.00			\$28,000.00	\$14,000.00	
	TOTAL PAID TO ALL ABOVE					246,862.60	

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



3. Invoice Control

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
			Units, 101,107,109				
			1371,1395 Including Change Orders				
CPR Construction	Siding Repair	1193	Less retention	\$35,965.49	COMPLETE	APPROVED	PAID
			Units, 1355,1359, 1363, Including Change Orders				
CPR Construction	Siding Repair	1198	Less retention	\$35,144.41	COMPLETE	APPROVED	PAID
			Units 1329, 1331, 1333, 2308, 201, 203, 205, 301, 303, 2308, Including Change Orders				
CPR Construction	Siding Repair	1211		\$65,466.92	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	#1214		\$43,659.02	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1238	Units 303, 401, 403, 405, 407, 2320, 2322, 2324, 2326, 2328, 1230, 2330,	\$82,370.83	COMPLETE	APPROVED	PENDING
Progressive Painting	Paint	54	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17293	Painting	\$28,000.00	COMPLETE	APPROVED	PENDING
			TOTAL APPROVED	\$392,918.90			
			TOTAL APPROVED, NOT PAID	\$110,370.83			
			TOTAL PAID	\$282,548.07			

End Report.

Nepenthe Projected Costs for Siding and Fencing.pdf



DATE: 2/8/2022

NEPENTHE PROJECTED COST WORKSHEET

Unit #	ORIGINAL SCOPE PRICE SIDING AND TRIM	Original Scope Price FENCING	Siding Change Order	Fence Change Order	COR STATUS
PERMIT FEES TO DATE			\$1,674.47		APPROVED
1 101 DB	\$7,141.56		\$3,003.54		APPROVED
2 1395 COM	\$3,800.05	\$443.97	\$763.61		APPROVED
5 1371 COM	\$5,013.31		\$1,887.06		APPROVED
3 107 DB	\$2,154.04		\$4,124.93		APPROVED
4 109 DB	\$1,018.74		\$4,735.78	\$3,308.38	APPROVED
6 1355 COM	\$7,245.63		\$11,100.10		APPROVED
7 1359 COM	\$2,359.93		\$984.59		APPROVED
8 1363 COM	\$8,387.48	\$1,109.92	\$5,261.92	\$5,508.79	APPROVED
9 1329 COM	\$5,330.06		\$1,471.56		APPROVED
# 1331 COM	\$4,535.15		-\$2,757.23		APPROVED
# 1333 COM	\$1,377.29		-\$243.13		APPROVED
# 2308 SM	\$6,461.09	\$3,039.16	\$9,729.81	\$2,833.35	APPROVED
# 201 DB	\$2,353.04		\$5,651.87	\$4,004.30	APPROVED
# 203 DB	\$3,729.06		\$6,358.22		APPROVED
# 205 DB	\$4,012.59		\$1,954.55	\$2,589.18	APPROVED
# 301 DB	\$8,368.77		\$1,511.18		APPROVED
# 303 DB	\$2,193.31		\$2,440.41	\$424.33	APPROVED
# 2310 SM	\$3,909.89	\$2,572.36	\$998.74		APPROVED
# 2312 SM	\$1,363.84		\$1,721.68	\$1,236.24	APPROVED
# 2314 SM	\$897.44		\$1,794.88	\$1,236.23	APPROVED

# 2316 SM	\$804.86		\$651.20		APPROVED
# 2318 SM	\$8,550.64	\$2,170.83	\$1,582.81		APPROVED
# 305 DB	\$3,555.64		\$8,059.08		APPROVED
# 307 DB	\$4,524.23		\$1,139.40		APPROVED
# 401 DB	\$4,469.03	\$0.00	\$2,998.24	\$672.87	APPROVED
# 403 DB	\$3,013.30	\$0.00	\$2,177.28	\$1,352.70	APPROVED
# 405 DB	\$6,674.84	\$0.00	\$1,843.48	\$353.87	APPROVED
# 407 DB	\$3,480.43	\$0.00	\$2,460.12	\$5,596.46	APPROVED
# 2320 SM	\$968.30	\$0.00	\$6,131.19	\$500.84	APPROVED
# 2322 SM	\$5,111.09	\$0.00	\$3,401.94		APPROVED
# 2324 SM	\$6,868.94	\$4,862.65	\$5,534.22		APPROVED
# 2326 SM	\$7,270.06	\$887.94	\$268.41	\$4,012.41	PENDING
# 2328 SM	\$789.99	\$0.00	\$1,440.06	\$3,514.53	PENDING
# 2330 SM	\$3,874.79	\$0.00	\$2,312.45		PENDING
# 409 DB	\$699.15	\$0.00	\$3,271.21	\$6,669.16	APPROVED
# 411 DB	\$0.00	\$0.00	\$2,755.62	\$1,426.60	APPROVED
# 501 DB	\$0.00	\$0.00	\$9,577.20	\$6,285.75	APPROVED
# 503 DB	\$3,510.64	\$0.00	\$901.91		APPROVED
# 505 DB	\$0.00	\$0.00	\$3,939.65		APPROVED
# 507 DB	\$3,447.15	\$0.00	\$6,098.73		PENDING
# 509 DB	\$997.82	\$1,736.66	\$3,365.49		PENDING
# 511 DB	\$1,931.11	\$3,994.32	\$4,860.60	\$4,018.39	PENDING
# 601 DB	\$2,970.35	\$0.00	\$6,079.67	\$4,855.27	PENDING
# 603 DB	\$5,782.33	\$0.00	\$4,009.44		PENDING
# 605 DB	\$6,335.51	\$0.00	\$4,457.06		PENDING
# 607 DB	\$352.05	\$0.00	\$2,189.80		PENDING
# 609 DB	\$9,993.29	\$0.00	\$3,307.69		PENDING
# 611 DB	\$7,008.83	\$0.00	\$4,985.85		PENDING

# 613 DB	\$4,384.72	\$1,649.82	\$3,895.26		PENDING
# 615 DB	\$5,983.53	\$6,772.96	\$6,356.02	\$8,247.43	PENDING

	TOTAL BASE SCOPE SIDING AND TRIM	TOTAL BASE SCOPE FENCING	TOTAL SIDING AND TRIM COR'S	TOTAL FENCE COR'S	COMBINED TOTALS TO DATE
TOTALS	\$195,004.91	\$29,240.59	\$174,219.63	\$68,647.08	\$467,112.20
PER UNIT COST AVERAGE (50 UNITS)	\$3,900.10	\$584.81	\$3,484.39	\$1,372.94	\$9,342.24
AVERAGE COST PER UNIT BASE SCOPE	\$4,484.91				
AVERAGE COST PER UNIT CHANGE ORDER	\$4,857.33				
OVERALL AVERAGE % PER UNIT CHANGE ORDER	108.30%				

PROJECTED OVERAL COST	\$822,857.00	2.08	\$1,711,542.56
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Nepenthe Change Order Log Updated 2.23.23.pdf



12394 Cannon Way
 Grass Valley, CA 95949
 (916) 229-2594
bill@cprecon.com

Date: February 23, 2023 Contact: Paul Reeves
 Property Name: Nepenthe Homeowner's Association Company: Reeve's Construction Inc.

CHANGE ORDER LOG

COR #	LOCATION	PENDING	DECLINED	APPROVED	NOTES
COR #01	101 DB and 1395 Commons		\$2,973.03		VOID
COR #02	107, 109 Dunbarton and 1371 Commons		\$12,203.54		VOID
COR #01 REVISE	101 DB and 1395 Commons			\$3,767.15	Additional Siding and Trim
COR #02 REVISE	107, 109 Dunbarton and 1371 Commons			\$10,747.77	Additional Siding and Trim
COR #03	107/109 Fence			3308.38	24 lf Fence Replacement
COR #04	1355 Commons			\$11,100.10	Additional Siding and Trim
COR #05	1359 Commons			\$984.59	Additional Siding and Trim
COR #06	1363 Commons			\$5,261.92	Additional Siding and Trim
COR #07	1355, 1359 and 1363 Commons Fence Repairs			\$5,191.76	Fence Repairs and replacement
COR #08	2308 Swarthmore			\$2,833.35	Additional Fence Replacement
COR #09	1329 Commons			\$472.76	Additional Siding and Trim
CREDIT COR #10	1331 Commons			-\$3,203.88	Credit Siding and Trim Not Done
CREDIT COR #11	1333 Commons			-\$243.13	Credit Siding and Trim Not Done
COR #12	2308 Swarthmore			\$7,232.85	Additional Siding and Trim
COR #13	1359 and 1363 Commons Fence Repairs			\$317.03	Fence Repairs and replacement

COR #14	Swarthmore Supplemental to COR#12			\$2,496.96	Additional Siding and Trim at 2 Gables
COR #15	1329 Commons Supplemental to #COR09		\$821.64		Additional Siding and Trim at Left Wall 2nd Story
COR #15 REVISED	1329 Commons Supplemental to #COR09			\$998.80	Additional Siding and Trim at Left Wall 2nd Story
COR #16	201 Dunbarton			\$4,003.85	Additional Siding and Trim
COR #17	203 Dunbarton			\$3,362.43	Additional Siding and Trim
COR #18	205 Dunbarton			\$1,954.55	Additional Siding and Trim
COR #19	301 Dunbarton			\$121.07	Additional Siding and Trim
COR #20	303 Dunbarton			\$304.69	Additional Siding and Trim
COR #21	1331 Commons Supplemental to #COR10			\$446.65	Additional Siding and Trim
COR #22	Additional Fence Repairs 201/205 Dunbarton Cir			\$6,593.48	Fence Repairs and replacement
COR #23	Additional Siding and Trim Unit #203			\$993.58	Additional Siding and Trim
COR #24	Additional Siding and Trim Unit #2310 SM			\$663.41	Additional Siding and Trim
COR #25	Additional Siding and Trim Unit #2312 SM			\$1,184.86	Additional Siding and Trim
COR #26	Additional Siding and Trim Unit #2314 SM			\$1,794.88	Additional Siding and Trim
COR #27	Additional Siding and Trim Unit #2318 SM			\$809.24	Additional Siding and Trim

COR #28	Additional Siding and Trim Unit #2316 SM			\$651.20	Additional Siding and Trim
COR #29	Additional Fence Repairs 2310-2318 SM			\$2,472.47	Fence Repairs and replacement
COR #30	Additional Siding and Trim Unit #203 Supplemental COR#23			\$866.70	Additional Siding and Trim
COR #31	Additional Siding and Trim Unit #305 DB			\$4,773.70	Additional Siding and Trim
COR #32	Additional Siding and Trim Unit #307 DB			\$1,139.40	Additional Siding and Trim
COR #33	Additional Siding and Trim Unit #203 Supplemental COR#30			\$835.51	Additional Siding and Trim
COR #34	Additional Siding and Trim Unit #201 Supplemental COR#16			\$1,648.02	Additional Siding and Trim
COR #35	Multiple Addresses			\$1,674.47	Permit Fees
COR #36	Additional Siding and Trim Unit #301 Supplemental COR#19			\$1,390.11	Additional Siding and Trim
COR #37	Additional Siding and Trim Unit #303 Supplemental COR#20			\$2,135.72	Additional Siding and Trim

COR #38	Additional Siding and Trim Unit #2318 Supplemental COR#27			\$773.57	Additional Siding and Trim
COR #39	Additional Siding and Trim Unit #2310 Supplemental COR#24			\$335.33	Additional Siding and Trim
COR #40	Additional Siding and Trim Unit #2312 Supplemental COR#25			\$536.82	Additional Siding and Trim
COR #41	Additional Siding and Trim Unit #401 DB			\$2,355.40	Additional Siding and Trim
COR #42	Additional Siding and Trim Unit #403 DB			\$2,177.28	Additional Siding and Trim
COR #43	Additional Siding and Trim Unit #405 DB			\$1,104.37	Additional Siding and Trim
COR #44	Additional Siding and Trim Unit #407 DB			\$1,561.76	Additional Siding and Trim
COR #45	Fence Repairs Unit #401-#405 DB			\$672.87	Fence Repairs and replacement
COR #46	Additional Siding and Trim Unit #305 DB Supplemental to COR#31			\$3,285.38	Additional Siding and Trim
COR #47	Additional Siding and Trim Unit #2320 SM			\$5,129.44	Additional Siding and Trim
COR #48	Additional Siding and Trim Unit #2322 SM			\$872.21	Additional Siding and Trim

COR #49	Additional Siding and Trim Unit #2324 SM			\$2,333.85	Additional Siding and Trim
COR #50	Additional Siding and Trim Unit #2328 SM			\$1,030.03	Additional Siding and Trim
COR #51	Additional Siding and Trim Unit #2330 SM			\$1,238.82	Additional Siding and Trim
COR #52	Additional Siding and Trim Unit #409 DB			\$1,988.08	Additional Siding and Trim
COR #53	Additional Siding and Trim Unit #411 DB			\$1,595.22	NO ORIGINAL SCOPE LISTED Additional Siding and Trim
COR #54	Additional Fence Repairs 411 Dunbarton			\$1,426.60	Additional Fence Repairs
COR #55	Additional Fence Repairs 403 Dunbarton			\$1,352.70	Additional Fence Repairs
COR #56	Additional Siding and Trim Unit #401 DB Supplemental to COR#41			\$374.43	Additional Siding and Trim
COR #57	Additional Fence Repairs 405 Dunbarton			\$353.87	Additional Fence Repairs
COR #58	Beam Replacement Unit #405 DB Supplemental to COR#43			\$439.96	Additional Siding and Trim
COR #59	Additional Fence Repairs 407 Dunbarton			\$5,596.46	Additional Fence Repairs

COR #60	Additional Siding and Trim Unit #407 DB Supplemental to COR#44			\$898.36	Additional Siding and Trim
COR #61	Additional Siding and Trim Unit #405 DB Supplemental to COR#58			\$299.15	Additional Siding and Trim
COR #62	Additional Siding and Trim Unit #401 DB Supplemental to COR#56			\$268.41	Additional Siding and Trim
COR #63	and Trim Unit #2320 Swarthmore Supplemental to COR#47			\$354.31	Additional Siding and Trim (HOA to invoice homeowner)
COR #64	and Trim Unit #2320 Swarthmore Supplemental to COR#63			\$647.44	Additional Siding and Trim
COR #65	Additional Fence Repairs Unit #303 Dunbarton			\$424.33	Additional Fence Repairs
COR #66	Additional Fence Repairs Unit #2320 Swarthmore			\$500.84	Additional Fence Repairs
COR #67	and Trim Unit #2322 Swarthmore Supplemental to COR#48			\$2,529.73	Additional Siding and Trim
COR #68	and Trim Unit #2324 Swarthmore Supplemental to COR#49			\$3,200.37	Additional Siding and Trim

COR #69	Additional Siding and Trim Unit #501 DB			\$9,577.20	NO ORIGINAL SCOPE Additional Siding and Trim
COR #70	Additional Siding and Trim Unit #503 DB			\$901.91	Additional Siding and Trim
COR #71	Additional Siding and Trim Unit #505 DB			\$3,939.65	NO ORIGINAL SCOPE Additional Siding and Trim
COR #72	Additional Fence Repairs Unit #501 DB			\$6,285.75	NO ORIGINAL SCOPE Fence Replacement
COR#73	Additional Fence Repairs Unit #2326 Swarthmore			\$4,012.41	Additional Fence Repairs
COR #74	Additional Siding and Trim Unit #601 DB			\$6,079.67	Additional Siding and Trim
COR #75	Additional Siding and Trim Unit #603 DB			\$4,009.44	Additional Siding and Trim
COR #76	Additional Siding and Trim Unit #605 DB			\$4,457.06	Additional Siding and Trim
COR #77	Fence Repairs Unit #601-#603			\$4,855.27	Additional Fence Repairs

COR #78	Additional Siding and Trim Unit #2326 Swarthmore			\$268.41	Additional Siding and Trim
COR #79	Additional Siding and Trim Unit #2328 Swarthmore Supplemental to COR#50			\$410.03	Additional Siding and Trim Supplemental
COR #80	Fence Repairs Unit #2328 and 2330 Swarthmore			\$3,514.53	Additional Fence Repairs
COR #81	and Trim Unit #2330 Swarthmore Supplemental to COR#51			\$1,073.63	Additional Siding and Trim
COR #82	Additional Siding and Trim Unit #507 DB			\$6,098.73	Additional Siding and Trim
COR #83	Additional Siding and Trim Unit #509 DB			\$3,365.49	Additional Siding and Trim
COR #84	Additional Siding and Trim Unit #511 DB			\$4,860.60	Additional Siding and Trim
COR #85	Fence Repairs Unit #507-#511			\$4,018.39	Additional Fence Repairs
COR #86	Additional Siding and Trim Unit #607 DB			\$2,189.80	Additional Siding and Trim
COR #87	Additional Siding and Trim Unit #609 DB			\$3,307.69	Additional Siding and Trim
COR #88	Additional Siding and Trim Unit #611 DB			\$4,985.85	Additional Siding and Trim

COR #89	Additional Siding and Trim Unit #613 DB			\$3,895.26	Additional Siding and Trim
COR #90	Additional Siding and Trim Unit #615 DB			\$6,356.02	Additional Siding and Trim
COR #91	Fence Repairs Unit #607-#615			\$8,247.43	Additional Fence Repairs
COR #92	Additional Siding and Trim Supplemental Unit #409 DB			\$1,283.13	Additional Siding and Trim
COR #93	Additional Siding and Trim Supplemental Unit #411 DB			\$1,160.40	Additional Siding and Trim
COR #94	Fence Repairs Unit #409-#411 DB			\$6,669.16	Additional Fence Repairs
COR #95	Additional Siding and Trim Supplemental Unit #501 DB COR#69			\$1,784.30	Additional Siding and Trellis Repairs
COR #96	Additional Siding and Trim Supplemental Unit #409 DB COR#92			\$269.57	Additional Trellis Repairs
COR #97	Additional Siding and Trim Supplemental Unit #2314 SM COR#26			\$1,044.72	Additional Siding and Trim Repairs (PEST REPORT)
COR #98	Additional Siding and Trim Supplemental Unit #2322 SM COR#67			\$810.90	Additional Siding and Trim Repairs (EXPOSED BY PRESSURE WASHING)

COR #99	Additional Siding and Trim Supplemental COR#69 Unit #501 DB			\$3,285.35	Additional Siding and Trim
COR #100	Additional Siding and Trim Supplemental COR#71 Unit #505 DB			\$422.06	Additional Siding and Trim
COR #101	Fence Repairs Unit #501-#505			\$6,215.69	Additional Fence Repairs
COR #102	Additional Siding and Trim Supplemental COR#93 Unit #411 DB			\$904.82	Additional Siding and Trim
COR #103	Additional Siding and Trim Unit #813 DB	\$5,736.56			Additional Siding and Trim
COR #104	Additional Siding and Trim Unit #815 DB	\$5,780.04			Additional Siding and Trim
COR #105	Fence Repairs Unit #813 DB	\$1,832.26			Additional Fence Repairs
COR #106	Additional Siding and Trim Unit #701 DB	\$1,775.43			Additional Siding and Trim
COR #107	Additional Siding and Trim Unit #703 DB	\$3,806.71			Additional Siding and Trim
COR #108	Additional Siding and Trim Unit #705 DB	\$9,693.34			Additional Siding and Trim
COR #109	Additional Siding and Trim Unit #707 DB	\$6,474.95			Additional Siding and Trim
COR #110	Additional Siding and Trim Unit #709 DB	\$2,152.87			Additional Siding and Trim

COR #111	Fence Repairs Unit #701-709 DB	\$14,077.79			Additional Fence Repairs
TOTALS		\$51,329.95	\$15,998.21	\$257,304.11	
TOTAL ORIGINAL CONTRACT AMOUNT				\$822,857.00	
TOTAL ADJUSTED CONTRACT AMOUNT				\$1,080,161.11	

Management Report.2023-03-01.pdf

Management Report

Board Meeting Date: March 1, 2023

Submitted by: Bettsi Ledesma, General Manager

Administration

- As of February 23, 2023, the rental rate in Nepenthe is 15.59%

Storm Damage Claim

- The units with storm damage requiring repairs are:
 - 1149 Vanderbilt Way
 - 1355 Commons Drive
 - 1653 University Ave.
 - 1312 Vanderbilt Way
 - 1260 Vanderbilt Way
 - 709 Dunbarton Circle *
 - 1509 University Ave. *
 - 1569 University Ave. *
- Dry Creek Construction Co. has been overseeing asbestos testing. The units with asbestos present must have special remediation by P.W. Stephens Company who is coordinating with the homeowners' insurance companies for the work.
- The homes marked with an asterisk above have minimal damage and will be grouped together to finish them quickly. That work was scheduled for February 22 and 23, but was rescheduled due to weather.
- Dry Creek Construction Co. has extracted the homeowner's vehicles from their garage at 1355 Commons on January 30.
- The other homes will take longer as engineering, architectural needs must be addressed as part of the permit process. There may be long waits for the permits given the amount of damage in the Sacramento area and there will need to be coordination with the homeowners' insurance companies as well.
- Dry Creek Construction will be providing their complete cost estimate to Farmers shortly. Once received, it will be provided to the Board of Directors.
- Farmers has provided payments for work already completed. Their statement is enclosed.

Landscape

- Irrigation has been turned on with close supervision during dry weeks. Irrigation techs are checking the system and fixing leaks, preparing for summer.
- On January 4, the Board approved four landscape proposals:
 - Zone 1 \$63,140, complete.
 - Zone 5 \$38,800, complete.

- Zone 4 drainage \$4,950, complete.
- Zone 7 drainage \$3,660, complete
- Invoices processed in the month of February for Carson Landscape Industries and The Grove Total Tree Care have been provided to the Board in their Executive Session packets under Contract Negotiations.
- More information about Carson activities can be found in the Grounds Committee minutes.

Facilities

- Levee Boundary Line Update: On February 17th, I met with Tim Kerr from American River Flood Control District (ARFCD). With me were Vice President Cheryl Nelson, Grounds Chair Christina George, Zone Steward Solveig Toft, Landscape Manager Oscar Lopez and Irrigation Manager Rogelio Huerta. We reviewed the boundary marker locations, discussed the expected maintenance to be provided by ARFCD and discussed the process to add improvements in the area.
We were advised by Tim that there is a regulatory easement that extends 15 feet inside the toe of the levee, regardless of the location of the property line. He explained that any proposed improvements would require approval from the Department of Water Resources.
Tim also confirmed that the ARFCD would reimburse the Association for half of the cost of the survey. A check in the amount of \$1,600 was received a few days later.
- Work order report is included in the Board packet. This report shows all work orders issued from January 26 through February 23, 2023.
- Phase I Siding, Fencing and Painting update: Project manager Paul Reeves' report is enclosed in this Board packet.
- Marcus Lozada, the Association's new Facility Technician started January 9, the day after the major windstorm.
 - The enclosed work order report shows the work he has been assigned and completed.
 - Marcus is preparing the scope of work for concrete repairs throughout the community.
 - He also attends the pre-inspections of Phase I homes and reports issues affecting fencing and siding to the office for further follow up with the homeowners.
- Securitas has provided mobile patrols throughout the month. Reports are reviewed by management daily, recapping the rounds and interactions of the officers on duty.

Communication

- The Nepenthe News was last published on February 3, 2023. The next newsletter will be published on March 3, 2023. Topics to be covered include:
 - Selling Your Home

- Annual Meeting and Election
- Report on Phase I siding, fencing and painting
- Report on Storm Damage Claim
- Board Report
- Contract approvals
- Parking Lot Sale
- Report on Insurance Forum

Financial

The full financial report for January has been provided to the Board under separate cover. An abbreviated report is enclosed in the Board packet.

Management will be present at the January 30 Finance Committee meeting to review the end of year report and answer questions.

Investment recommendations from FirstService Financial have been enclosed in the Board packet for action.

Farmers Building Loss Worksheet 2.23.23.pdf

Outdoor Property

Policy limit: \$ **200,000.00**

Carson Landscape Industries Invoice#: IVC00407075
The Grove Total Tree Care Invoice#: IVC00406979
The Grove Total Tree Care Invoice#: IVC00407074
The Grove Total Tree Care Invoice#: IVC00407181
Carson Landscape Industries Invoice#: IVC00407182
Carson Landscape Tree Work Proposal
Estimate to remove tree stump

\$17,800.00
\$85,750.00
\$85,720.00
\$10,130.00
\$13,400.00
\$11,850.00
\$8,000.00

Outdoor Property Coverage Subtotal

\$200,000.00

Excess Over Limits \$32,650.00

Replacement Cost Grand Total:

\$221,283.63

Payable When Incurred

<Less O&P ACV, Depreciation on O&P, Tax>
 <Less Recoverable Depreciation>
 <Less Non-Recoverable Depreciation>

Actual Cash Value

\$221,283.63

<Less Deductible of \$25,000>

Excess Over Limits
 \$32,650.00

\$0.00

Total Amount Due:

\$221,283.63

Description of Payment

Emergency Services reimbursement
Debris removal of trees reimbursement
Regas Group testing invoices (paid to vendor)
Engineer deposit invoice (paid to vendor)
Electric and roof tarping payment
Supplemental payment for electrical repairs
TOTAL PRIOR PAYMENTS

<Less prior payments:>
 <Less prior payments:>
 <Less prior payments:>
 <Less prior payments:>
 <Less prior payments:>
 <Less prior payments:>
 <Less prior payments:>
 <Less prior payments:>

Date of Payment

Amount of Payment

1/25/2023	\$2,707.63
1/27/2023	\$200,000.00
2/10/2023	\$4,740.00
2/10/2023	\$10,000.00
2/10/2023	\$2,960.00
2/13/2023	\$876.00
	\$221,283.63

This Payment:

\$0.00

Work Order Report.pdf



Work Orders

Nepenthe Association

WO#: 1124454	Status: Open	Progress Code:	Received
Unit/Common Area: 1400 Commons Dr		Category:	Tree Trimming
Date Created: 02/22/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, Please address large broken limb in the cedar tree at the corner of Commons and Vanderbilt. Thank you.			
WO#: 1124297	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1312 Vanderbilt Way		Category:	Roof
Date Created: 02/21/2023	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR, Please put the tarp back on there roof. The wind blew it off. Thanks			
WO#: 1124258	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1587 University Ave		Category:	Tree Maintenance
Date Created: 02/21/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, Please remove the tree branch from the gutter on top of her roof. Thank you!			
WO#: 1124210	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2315 Swarthmore Dr		Category:	Handyman
Date Created: 02/21/2023	Date Completed:	Vendor:	
Schedule Completion Date:			
Description: Marcus, Please paint the lamppost's by her unit.			
WO#: 1124203	Status: Closed	Progress Code:	Completed
Unit/Common Area: 2326 Swarthmore Dr		Category:	Handyman
Date Created: 02/21/2023	Date Completed: 02/22/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus, Please put a light in the lollypop light on the side of 2326 Swarthmore.			



Work Orders

Nepenthe Association

WO#: 1124173	Status: Closed	Progress Code:	Completed
Unit/Common Area: Landscape	Category:	Irrigation	
Date Created: 02/21/2023	Date Completed: 02/21/2023	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Zone 1 Contoller A Station 6 9 Colby Ct. – Replace (1) broken sprinkler and (2) broken rotary nozzles not rotating Station 9 2302 American River – Repair (2) broken Netafim lines Station 11 2314 American River – Repair (1) broken Netafim line Station 90 16 Adelphi Ct. – Replace (1) broken emitter and Repair broken Netafim line Zone 5 Contoller E Station 12 718 Elmhurst Cir. – Replace broken 1806 sprinkler Station 30 1207 Vanderbilt Wy. – Repair (5) PVC broken lateral lines and Repair (8) broken Netafim lines			
<hr/>			
WO#: 1124172	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 811 Dunbarton Cir	Category:	Handyman	
Date Created: 02/21/2023	Date Completed:	Vendor:	
Schedule Completion Date:			
Description: Marcus, Please repair the top of her gate it is broken off. Also please check for dry rot and take picutres. Thanks.			
<hr/>			
WO#: 1124167	Status: Closed	Progress Code:	Completed
Unit/Common Area: 108 Dunbarton Cir	Category:	Handyman	
Date Created: 02/21/2023	Date Completed: 02/21/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus, Please fix the fence the bottom board is missing. Thanks			
<hr/>			
WO#: 1124156	Status: Closed	Progress Code:	Completed
Unit/Common Area: Landscape	Category:	Irrigation	
Date Created: 02/21/2023	Date Completed: 02/21/2023	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Zone 1 Contoller A 14 Adelphi Ct. – Install rock and drain grate Station 1 Vanderbilt Wy. – Add (1) 12" sprinkler and replace (3) leaking sprinklers with rotary nozzles Station 30 1065 Colby Ct. – Repair broken lateral line and replace broken 1806 sprinkler Station 80 2317 Swarthmore Dr. – Repair broken Netafim line Zone 2 Contoller B Station 27 1366 Commons Dr. – Repair broken Netafim line Zone 3 Contoller C Station 66 2316 Swarthmore Dr. – Repair broken Netafim line Zone 5 Contoller E 505 Vanderbilt Wy. – Repair (1) broken lateral line and (1) broken fitting. Replace (1) broken valve box damaged by a tree 1245 Vanderbilt Wy. – Repair broken Netafim line by the circle damaged by a tree Zone 6 Contoller F Station 3 816 Elmhurst Cir. – Replace broken sprinkler Station 37 504 Elmhurst Cir. – Replace broken sprinkler Station 46 324 Elmhurst Cir. – Replace broken sprinkler Zone 7 Contoller G Station 30 1581 University Ave. – Repair broken Netafim line			



Work Orders

Nepenthe Association

WO#: 1124072	Status: Open	Progress Code:	Received
Unit/Common Area: 1581 University Ave		Category:	Drainage
Date Created: 02/21/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Carson, Please provide proposal to correct the negative drainage in front of this unit. We need the proposal by March 9. Thank you.			
WO#: 1124069	Status: Open	Progress Code:	Received
Unit/Common Area: 1581 University Ave		Category:	Irrigation
Date Created: 02/21/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Carson, Please repair break in netafim in front of this unit. Thank you.			
WO#: 1123953	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2245 Swarthmore Dr		Category:	Tree Maintenance
Date Created: 02/20/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, On top of her roof by the front door there is a big tree branch . Please remove. Thanks			
WO#: 1123807	Status: Open	Progress Code:	Received
Unit/Common Area: Zone 7 Landscape		Category:	Landscaping
Date Created: 02/17/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Carson, Approved landscape proposal Zone 7 – 1563 University Ave – Tree Remediation - \$4,725. Approved by Board on October 4th. Please proceed with the work. Thank you.			
WO#: 1123725	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Clubhouse		Category:	Handyman
Date Created: 02/17/2023	Date Completed:	Vendor:	
Schedule Completion Date:			
Description: Marcus, Please fix three of the lights that are out in the gym. Thanks			
WO#: 1123601	Status: Open	Progress Code:	Request Sent



Work Orders

Nepenthe Association

Unit/Common Area: 616 Elmhurst Cir		Category: Handyman
Date Created: 02/16/2023	Date Completed:	Vendor:
Schedule Completion Date:		
Description: Marcus, Please check her downspout she believes there is leakage coming from it. Thanks!		
WO#: 1123503	Status: Closed	Progress Code: Cancelled
Unit/Common Area: 815 Dunbarton Cir		Category: Roof Leak
Date Created: 02/16/2023	Date Completed: 02/22/2023	Vendor: ADVANCED ROOF DESIGN INC
Schedule Completion Date:		
Description: Advance Roofing, Home owner informed me that there is a leak in her roof. Please inspect and repair. Thanks!		
WO#: 1123500	Status: Open	Progress Code: Request Sent
Unit/Common Area: 301 Dunbarton Cir		Category: Tree Maintenance
Date Created: 02/16/2023	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Description: Grove, There is branches all on the roof please remove all the branches. Thanks		
WO#: 1123489	Status: Closed	Progress Code: Completed
Unit/Common Area: Landscape		Category: Irrigation
Date Created: 02/16/2023	Date Completed: 02/16/2023	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Description: Zone 1 Controller A Station 6 9 Colby Ct. – Replace (1) broken sprinkler and (2) broken rotary nozzles not rotating Station 9 2302 American River – Repair (2) broken Netafim lines Station 11 2314 American River – Repair (1) broken Netafim line Station 90 16 Adelphi Ct. – Replace (1) broken emitter and Repair broken Netafim line Zone 5 Controller E Station 12 718 Elmhurst Cir. – Replace broken 1806 sprinkler Station 30 1207 Vanderbilt Wy. – Repair (5) PVC broken lateral lines and Repair (8) broken Netafim lines		
WO#: 1123335	Status: Closed	Progress Code: Completed
Unit/Common Area: 815 Dunbarton Cir		Category: Handyman
Date Created: 02/15/2023	Date Completed: 02/17/2023	Vendor:
Schedule Completion Date:		



Work Orders

Nepenthe Association

Description: Marcus, Please clean the gutters and roof Thanks!			
<hr/>			
WO#: 1123157	Status: Closed	Progress Code:	Completed
Unit/Common Area: 1545 University Ave		Category:	Handyman
Date Created: 02/14/2023	Date Completed: 02/15/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus, One of the boards is broken off of her fence please go check it out. Thanks!			
<hr/>			
WO#: 1123132	Status: Closed	Progress Code:	Completed
Unit/Common Area: 714 Elmhurst Cir		Category:	Handyman
Date Created: 02/14/2023	Date Completed: 02/15/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus , Please secure the downspout in the front, western corner of his unit. Thanks			
<hr/>			
WO#: 1123100	Status: Closed	Progress Code:	Completed
Unit/Common Area: 2274 Swarthmore Dr		Category:	Handyman
Date Created: 02/14/2023	Date Completed: 02/23/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus, Please clean the gutters at 2274 Swathmore . Thank You			
<hr/>			
WO#: 1122885	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1263 Vanderbilt Way		Category:	Trim Bushes
Date Created: 02/13/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, There is a dead shrub in the back by her gate . Please remove it. Thanks!			
<hr/>			
WO#: 1122876	Status: Open	Progress Code:	Request Sent
Unit/Common Area: General		Category:	Gutter
Date Created: 02/13/2023	Date Completed:	Vendor:	
Schedule Completion Date:			



Work Orders

Nepenthe Association

Description: Bailey Boys, Please clean these gutters 302 Dunbarton (please clean first) 212 Dunbarton 300 Dunbarton 806 Dunbarton 1101 Dunbarton 207 Elmhurst 400 Elmhurst 410 Elmhurst 504 Elmhurst 509 Elmhurst 606 Elmhurst 611 Elmhurst 604 Elmhurst 816 Elmhurst Thanks			
WO#: 1122846	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2318 American River Dr	Category:	Roof	
Date Created: 02/13/2023	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description: ARD, Owner lost part of shingles. Please inspect roof and make necessary repairs. Thank you.			
WO#: 1122827	Status: Closed	Progress Code:	Completed
Unit/Common Area: 302 Dunbarton Cir	Category:	Handyman	
Date Created: 02/13/2023	Date Completed: 02/13/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus, Could you please check her gutters to see if they need cleaning. Thanks.			
WO#: 1122668	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1305 Vanderbilt Way	Category:	Tree Maintenance	
Date Created: 02/10/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, Please remove the branches from on top of her roof. Thank you!			
WO#: 1122609	Status: Closed	Progress Code:	Completed
Unit/Common Area: 1007 Dunbarton Cir	Category:	Trim Bushes	
Date Created: 02/10/2023	Date Completed: 02/21/2023	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, Could you please trim the bushes that are by her address the bush is starting to cover up the number of her home address. Thanks!			
WO#: 1122573	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 504 Elmhurst Cir	Category:	Tree Maintenance	
Date Created: 02/10/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.



Work Orders

Nepenthe Association

Schedule Completion Date:			
Description: Grove, From the storm there is a lot of branches on top of her roof. Please inspect and clear up. Thanks!			
WO#: 1122501	Status: Closed	Progress Code:	Completed
Unit/Common Area: 2244 Swarthmore Dr		Category:	Handyman
Date Created: 02/09/2023	Date Completed: 02/10/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus, Please fix the back gate by the ally it is dragging.			
WO#: 1122483	Status: Closed	Progress Code:	Completed
Unit/Common Area: 811 Dunbarton Cir		Category:	Tree Maintenance
Date Created: 02/09/2023	Date Completed: 02/10/2023	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove There is a broken branch hanging over the roof, please remove.			
WO#: 1122383	Status: Open	Progress Code:	Received
Unit/Common Area: Landscape		Category:	Landscaping
Date Created: 02/09/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Carson, Plant Health Care services are approved by the Board of Directors at their December 14, 2022 meeting in the amount of \$92,650.			
WO#: 1122378	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 501 Dunbarton Cir		Category:	Pest Control
Date Created: 02/09/2023	Date Completed:	Vendor:	PEST CONTROL CENTER
Schedule Completion Date:			
Description: Jeff There are live termites on the back wall of 501 Dunbarton. Please evaluate termite situation and provide proposal. NTE: \$450.00			
WO#: 1122376	Status: Closed	Progress Code:	Completed
Unit/Common Area: Landscape		Category:	Landscaping
Date Created:	Date:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.



Work Orders

Nepenthe Association

02/09/2023	Completed: 02/09/2023		
Schedule Completion Date:			
Description: Carson, Annual Turf/Insect/Fungus treatment is approved by the Board December 14, 2022.			
<hr/>			
WO#: 1122371	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2324 Swarthmore Dr		Category:	Roof
Date Created: 02/09/2023	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description: ARD Please to inspect the area over the small window at 2324 Swarthmore (that is facing Swarthmore Drive) and add shingles or flashing as appropriate. thanks			
<hr/>			
WO#: 1122187	Status: Closed	Progress Code:	Completed
Unit/Common Area: 2264 Swarthmore Dr		Category:	Tree Maintenance
Date Created: 02/08/2023	Date Completed: 02/10/2023	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove There is a branch on the roof towards the front door. Please remove thanks			
<hr/>			
WO#: 1122100	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2319 Swarthmore Dr		Category:	Gutter
Date Created: 02/08/2023	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description: Advance Roof Please replace the gutter at 2319 swarthmore thanks			
<hr/>			
WO#: 1122012	Status: Closed	Progress Code:	Completed
Unit/Common Area: 306 Elmhurst Cir		Category:	Handyman
Date Created: 02/07/2023	Date Completed: 02/09/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus, Please look at the gate one of the boards fell off. Thanks			
<hr/>			
WO#: 1121976	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 706 Dunbarton Cir		Category:	Fences



Work Orders

Nepenthe Association

Date Created: 02/07/2023	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR Your proposal for fence repairs has been approved by the Board President NTE \$2946.57 Thanks			
<hr/>			
WO#: 1121975	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1396 Commons Dr		Category:	Siding
Date Created: 02/07/2023	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR Your proposal for Siding and Trim repairs has been approved by the Board President NTE \$3214.08 Thanks			
<hr/>			
WO#: 1121932	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 705 Elmhurst Cir		Category:	Tree Evaluation
Date Created: 02/07/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, Please inspect and provide report on the condition of the cedar trees located adjacent to this address. Homeowner is very concerned after the storms. See attached letter. Report to be submitted to Nepenthe management. Thank you.			
<hr/>			
WO#: 1121799	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 318 Elmhurst Cir		Category:	Tree Maintenance
Date Created: 02/06/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, The following proposal is to provide labor and material. Tree #1854 located next to units 31 8 for removal on broken limbs cedar tree and prune tree for weight reduction was approved by the board on 2/6/23 NTE \$1,440.00			
<hr/>			
WO#: 1121797	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 813 Dunbarton Cir		Category:	Tree Maintenance
Date Created: 02/06/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, The following proposal is to provide labor and material. Tree #731-733 located next to units 813.815,817 was approved by the board on 2/6/23 NTE \$2,700.00			
<hr/>			
WO#: 1121796	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1149		Category:	Tree Removal



Work Orders

Nepenthe Association

Vanderbilt Way			
Date Created: 02/06/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Grove, The following tree work proposal was approved by the board on 2/6/23. NTE \$11,850.00			
<hr/>			
WO#: 1121793	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Trees		Category:	Tree Removal
Date Created: 02/06/2023	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Carson, The following proposal to remove stumps was approved by the board on 2/6/23. NTE \$86,580.00			
<hr/>			
WO#: 1121729	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1033 Commons Dr		Category:	Roof Inspection
Date Created: 02/06/2023	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description: Advance Roof, Please inspect the whole roof there is three different leaks and repair thanks.			
<hr/>			
WO#: 1121655	Status: Closed	Progress Code:	Completed
Unit/Common Area: Clubhouse		Category:	Roof
Date Created: 02/06/2023	Date Completed: 02/06/2023	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description: Advance Roof Please inspect the roof at the clubhouse. There is a leak by the front door. Inspect and repair. thanks			
<hr/>			
WO#: 1121549	Status: Closed	Progress Code:	Completed
Unit/Common Area: 302 Dunbarton Cir		Category:	Roof
Date Created: 02/04/2023	Date Completed: 02/06/2023	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description: Advance Roof, Please inspect the roof by her bedroom there seem to be a leak. Thanks			
<hr/>			
WO#: 1121457	Status: Closed	Progress Code:	Completed



Work Orders

Nepenthe Association

Unit/Common Area: 2324 Swarthmore Dr		Category: Tree Maintenance
Date Created: 02/03/2023	Date Completed: 02/10/2023	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Description: Grove-Urgent Please trim the branch from the orange tree that is in the patio, that is interfering with the work that needs to be done by CPR. Contact Mike at 916-296-4405 for more information.		
<hr/>		
WO#: 1121342	Status: Closed	Progress Code: Completed
Unit/Common Area: 1422 Commons Dr		Category: Handyman
Date Created: 02/02/2023	Date Completed: 02/07/2023	Vendor:
Schedule Completion Date:		
Description: Marcus, Please fix the top of the fence		
<hr/>		
WO#: 1121318	Status: Closed	Progress Code: Completed
Unit/Common Area: 204 Dunbarton Cir		Category: Handyman
Date Created: 02/02/2023	Date Completed: 02/07/2023	Vendor:
Schedule Completion Date:		
Description: Marcus, There is a missing plank on the courtyard fence Please replace. Thanks		
<hr/>		
WO#: 1121285	Status: Closed	Progress Code: Completed
Unit/Common Area: 605 Elmhurst Cir		Category: Tree Maintenance
Date Created: 02/02/2023	Date Completed: 02/10/2023	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Description: Grove Per homeowners request: a large limb hanging in a tree across from our front window. It's big enough that it could hurt someone when it falls so probably should be pulled down?		
<hr/>		
WO#: 1121276	Status: Open	Progress Code: Request Sent
Unit/Common Area: 813 Dunbarton Cir		Category: Siding
Date Created: 02/02/2023	Date Completed:	Vendor: Critical Path Reconstruction Inc
Schedule Completion Date:		
Description: CPR Please inspect the leak on siding at 813 Dunbarton garage wall and inform the office. Thanks		



Work Orders

Nepenthe Association

WO#: 1120927	Status: Open	Progress Code:	Received
Unit/Common Area: 28 Adelphi Ct	Category:	Exterior General	
Date Created: 01/31/2023	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR, Please meet HVAC representatives at this address tomorrow, February 1 at 8:15 am to remove one or two sheets of siding so refrigerant lines can be run in walls. Contact is Christopher from Love & Care Heating & Air at 916-599-7462. At later time or day, siding will need to be replaced. Bill Association for actual time and materials. May be assessed to owner at a future time. Thank you.			
WO#: 1120904	Status: Closed	Progress Code:	Completed
Unit/Common Area: 1217 Vanderbilt Way	Category:	Handyman	
Date Created: 01/31/2023	Date Completed: 02/03/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus The gate to the patio will no longer close, and - therefore - cannot be locked. Thanks			
WO#: 1120812	Status: Open	Progress Code:	
Unit/Common Area: 324 Elmhurst Cir	Category:	Landscape Request	
Date Created: 01/31/2023	Date Completed:	Vendor:	
Schedule Completion Date:			
Description: This request is actually for 306 Elmhurst Circle. As a "retired" grounds steward for zone 6 I am still quite aware of needed work. 306 is a rental adjacent to the "no man's land" on the boundary with The Villages. The front walk is never cleared, even on the days zone 6 is cleaned up. A vine is growing across the patio gate and the gate is damaged. I believe the residents only use the garage entry and do not see this and do not complain. But I see it almost daily. I just think our grounds workers are not aware that this corner is part of our property. It will not take much extra work to clean up this eyesore that needs a little attention.			
WO#: 1120784	Status: Open	Progress Code:	Request Sent
Unit/Common Area: General	Category:	Gutter	
Date Created: 01/31/2023	Date Completed:	Vendor:	
Schedule Completion Date:			
Description: Bailey Boys Please clean these gutters 2266-Swarthmore 2268- Swarthmore 2270--Swarthmore 2272--Swarthmore 2274 Swarthmore 214 and 216 Dunbarton 200 and 202 Dunbarton 605 Elmhurst 1269-1281-1275 Vanderbilt Thanks 510-512-514-516 Dunbarton			
WO#: 1120709	Status: Closed	Progress Code:	Completed
Unit/Common Area: 100 Dunbarton Cir	Category:	Handyman	



Work Orders

Nepenthe Association

Date Created: 01/30/2023	Date Completed: 02/01/2023	Vendor:
Schedule Completion Date:		
Description: Marcus, The latch to the gate is broken it will not lock . Please check and repair.		
WO#: 1120641	Status: Closed	Progress Code: Completed
Unit/Common Area: 606 Elmhurst Cir	Category: Tree Maintenance	
Date Created: 01/30/2023	Date Completed: 02/15/2023	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Description: Grove, Please remove the branches that are on her roof and gutters.		
WO#: 1120628	Status: Open	Progress Code: Request Sent
Unit/Common Area: 1455 University Ave	Category: Light Bulbs	
Date Created: 01/30/2023	Date Completed:	Vendor: RIVER CITY ELECTRIC
Schedule Completion Date:		
Description: River City Electric, Please fix the light fixture in front of 1455 University.		
WO#: 1120620	Status: Closed	Progress Code: Completed
Unit/Common Area: 326 Elmhurst Cir	Category: Handyman	
Date Created: 01/30/2023	Date Completed: 01/30/2023	Vendor:
Schedule Completion Date:		
Description: Marcus, Please fix front gate. The gate is swollen from the rain.		
WO#: 1120549	Status: Open	Progress Code: Request Sent
Unit/Common Area: 1104 Dunbarton Cir	Category: Tree Maintenance	
Date Created: 01/30/2023	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Description: Grove, Between 1104-1106 Dunbarton there is a small leaning tree. Please Inspect.		
WO#: 1120385	Status: Closed	Progress Code: Completed
Unit/Common Area: Cabana-	Category: Handyman	

Work Orders
Nepenthe Association



Dunbarton			
Date Created: 01/28/2023	Date Completed: 02/10/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus, There are two lights out in the kitchen of dunbarton cabana please replace the lights, Thanks.			
<hr/>			
WO#: 1120384	Status: Closed	Progress Code:	Completed
Unit/Common Area: 406 Elmhurst Cir		Category:	Tree Maintenance
Date Created: 01/28/2023	Date Completed: 02/10/2023	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.	
Schedule Completion Date:			
Description: Grove, Please get the big branches off of the roof. Thanks.			
<hr/>			
WO#: 1120225	Status: Closed	Progress Code:	Completed
Unit/Common Area: 1581 University Ave		Category:	Handyman
Date Created: 01/27/2023	Date Completed: 02/07/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus, Can you please check the downspouts located on the front elevation and ensure that they are also able to function properly?			
<hr/>			
WO#: 1120089	Status: Closed	Progress Code:	Completed
Unit/Common Area: General		Category:	Concrete
Date Created: 01/26/2023	Date Completed: 01/27/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus Please Flag concrete, these areas for safety 1207 Vanderbilt 1312 Vanderbilt 1333 and 1355 commons with cones and caution tape thanks			
<hr/>			
WO#: 1120072	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1155 Vanderbilt Way		Category:	Electrical
Date Created: 01/26/2023	Date Completed:	Vendor: RIVER CITY ELECTRIC	
Schedule Completion Date:			
Description: Rivercity There are 4 lights out by 1155 Vanderbilt please fix			



Work Orders

Nepenthe Association

WO#: 1119995	Status: Closed	Progress Code:	Completed
Unit/Common Area: 1581 University Ave		Category:	Handyman
Date Created: 01/26/2023	Date Completed: 01/26/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus fix the gutter. thanks			
WO#: 1119991	Status: Closed	Progress Code:	Completed
Unit/Common Area: 605 Dunbarton Cir		Category:	Handyman
Date Created: 01/26/2023	Date Completed: 01/27/2023	Vendor:	
Schedule Completion Date:			
Description: Marcus Please check both gates, wont. open and close. Thanks			

February ARC Minutes.pdf

**NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES
February, 2023**

February 9, 2023, Thursday at 5:30 pm, conducted in person and via videoconferencing.

Members present: Alan Watters, chairperson; Allen Davenport; Ken Luttrell; Paul Serafimidis; Pat Singer, secretary.

Absent: Lee Blachowicz (excused).

Also Present: Markus Dascher, Board Liaison; General Manager Bettsi Ledesma, homeowner Mark Madsen; owner of Capital Glass & Construction, James.

Meeting was convened at 5:30 pm.

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

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

1. **1016 Dunbarton Circle** - Window replacement to be done in this 5500A model. All windows in this unit will be replaced except for the window over the kitchen sink. All will be the vinyl-framed Pro Series Alvin Windows with the bronze exterior finish. The contractor is to be Capital Glass and Construction of Sacramento. This proposal was submitted February 3, and a list of questions was sent to the homeowner on February 4. The owner and contractor attended the meeting, adequately addressing all questions. Presented was an alternate proposal for the bottom portion of the living window (currently 1/2 -1/2), using a 1/3-1/3-1/3 configuration to better support the weight of the upper XO window. The Committee found the logic behind this proposal sound and accepted it, as a special exemption to the usual windows configuration requirement. **Approval recommended** noting the change of the lower portion of the living room windows to 1/3-1/3-1/3.
2. **806 Dunbarton Circle** - Requested is a retractable awning to be installed above the dining room picture window in this 2300 Model. The contractor will be Goodwin-Cole Tents of Sacramento. A motorized KE Elite Plus retractable awning 14'6" wide x 11'9" projection, with a sand-colored frame, no hood, right Somfy RTS motor, and an 8" straight free hanging valance and Sunbrella fabric cover in the "Toast" medium brown color. This application was submitted after the meeting, and voting was conducted by email on February 15 with all five members responding voting in the affirmative. **Approval recommended.**

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

1. **1396 Commons Drive - Emergency** replacement of glass only in the stairway window in this 7000 model. It was found that the seal between the dual panes of glass had failed and needed to be addressed before siding repair could go forward. Critical Path Reconstruction will be the contractor repairing the structure and

fixing the trim around the window. Voting was conducted by email on February 1 with all five members responding voting in the affirmative. **Emergency Approval granted on February 1.**

2. **Post Meeting: 1219 Vanderbilt Way** – HVAC system replacement is requested in this 2200 Model. A 15-SEER, 3.0-ton American Standard (Silver Series) heat pump and air handler are to be installed. The heat pump condenser will be sited in the original location, and the existing refrigerant line set will be re-used. No new wiring is required. The contractor is to be Garick Air Conditioning Service. Voting was conducted by email on February 21 with all five members responding voting in the affirmative. **Emergency Approval granted February 21, 2023.**

C. Old Business: Ongoing

1. **Updating the ARC “Rules” and associated forms** – Paul Serafimidis has agreed to take the lead for finalizing the draft update of the Rules document. He will review the collated edits made by the Committee members and will issue a new draft for discussion and finalization. The Committee agreed to holding a special document review meeting outside of the normal ARC meeting schedule. The Committee agreed to providing the Board a new Rules document along with new versions of all related questionnaires and forms in time for their review in April.

D. New Business:

1. **Review of the Architectural Compliance Estoppel Inspection Process: 1045 Vanderbilt Way:** Alan and Pat updated the Committee on the process used for conducting the first Architectural Compliance Estoppel Inspection and review modifications to the Inspection Checklist/Report.
2. **Architectural Estoppel Inspection of 205 Elmhurst Circle** – This unit is being sold and the real estate agent, Barbara Frago, requested an inspection. Alan Watters, Allen Davenport and Bettsi Ledesma will conduct the inspection the week of February 13.

Meeting adjourned at 7:00pm

E. Notices of Completion: Alan signed several.

Respectfully submitted, Pat Singer, A.R.C. secretary

Finance Committee Minutes.2023-01-30.docx

Minutes – Finance Committee Meeting

January 30, 2022, 4:30 pm

Present at last meeting: Susan Timmer (m), Aubrey Lara (m), Will Vizzard (m), Tara Zimmerman (m), Bettsi Ledesma, Observers: John Baker, Barbara Beddow, Markus Dascher, Christina George, Cheryl Nelson, Peter Pelkofer, Don Landsittel, Ashley Tangeraas, Nina White

- 1) Approval of November minutes – Approved via email
- 2) Homeowner comments /questions
- 3) Old business:
 - a. Follow-ups and updates on Board actions- Follow up of FC intent to estimate the percentage of T1-11 siding being replaced with Duratemp (longer life span) in order to inform Browning and obtain a more accurate estimate of future expenses. The more Duratemp is installed in the current siding project, the less we will need to replace in future years, reducing the allocation for this line item. Ledesma and Vizzard will meet to make these calculations, using architectural drawings as a guide.
- 4) New business:
 - a. Projected Reserve Expenses for 2023- In March, Ms. Ledesma will send Browning 2022 End of Year financials along with projections for reserve allocation expenditures for the current year as a foundation for his Reserve Study for the current year. The areas noted below were identified in committee discussion as areas needing Board attention to better estimate reserve costs in the current year.
 - i. Siding and painting- We underspent the allocation in the past year, however there are invoices pending for more than twice the amount we spent that will affect the current year's allocation.
 - ii. Paving- There is an outstanding contractual obligation for \$81K that will affect current year's obligation.
 - iii. Tennis courts- There is discussion about converting Elmhurst courts into some other sports/recreation venue, which would eliminate the need for resurfacing those courts.
 - iv. Landscape, irrigation, trees- While we have received insurance payments on claims on downed trees as a result of recent storms, the remediation (including stump removal) is not a covered expense. These expenses will affect current year allocations.
 - b. Review Year-End Reserve Expenditures – Showing the Reserve Tracker and the End of Year Reserve Fund balances, Ledesma reported that the beginning of year balances were \$10,402,713.38 and the end of year balance was \$11,098,656.20. We expected to spend \$2,394,211 and accrue \$2,251,440 in dues and other income. We spent \$1,508,541 and accrued \$2,373,003. We have contractual obligations pending

totalling \$1,161,360. To clarify questions among homeowners, Ledesma reported that the total amount spent on landscaping in the last year was \$671,821 (GL N23275). She described the invoice/payment system First System uses, which involved direct input of invoices into the First Service System by the vendor, review and signoff by two Board members before payments can be cut. Board members are provided information about when a project was approved and the total dollar allocation along with the invoice information.

Ledesma showed the committee a new, streamlined version of the Reserve Tracker as well as a possible new version. The Reserve Tracker did not include existing pending obligations. Vizzard approved of the streamlined version but made a recommendation that the current year's tracker include the obligated pending expenses carried over from the prior year. This recommendation was supported by all other Finance Committee members.

- c. Review Year-End Operations Expenditures - Our reserve contribution exceeded budget as expected, since we had to make up for the month we missed making our contribution (Dec 2021). We had approximately \$10K in unpaid assessment. We brought in more income than expected but had greater expenses than expected (e.g., higher pool and janitorial contracts). We had an overall negative variance (\$106,695) in our operations budget at the end of the year.
- d. Investments- Review First Service plan for transferring CDs- First Service proposed closing our high volume, low-yield CDs, taking a penalty for early closure, and reinvesting in (much) higher yield CDs. Vizzard moved to approve First Service's recommendation for closing out these low-interest CDs, paying the penalty, and reinvesting in higher yield instruments. Zimmerman seconded the motion, all approved.

5) Next meeting: Feb 27, 4:30 pm

6) Meeting adjourned: 5:55 pm

February Grounds Committee Minutes.pdf

Grounds Committee Meeting Minutes

February 16, 2023 @ 3:00 PM

Nepenthe Clubhouse & Zoom

Members Present

Christina George, Chair & Zone 5 Steward

Diane Durawa, Zone 2

Jim Shaw, Zone 2

Don Ellwanger, Zone 5 (via zoom)

Joleen Hecht, Zone 3

Lisa Tafoya, Zone 3

Kathy Waugh, Zone 6

Solveig Toft, Zone 7

Absent

Linda Cook, Zone 1

Rick Lawrance, Zone 1

Don Landsittel, Zone 4

Nina White Zone 4,

Joan Trotta, Zone 6

Also Present

Cheryl Nelson, Board Liaison

Oscar Lopez, Carson

Homeowners Present

Peter Pelkofer, Ashley Tangeraas

AGENDA ITEMS

Christina called the meeting to order at 3:03pm.

Minutes of Committee Meeting January 16, 2022

On a motion by **Diane** and seconded by **Joleen**, the minutes were approved unanimously.

Liaison Update

- Cheryl reported that the Irrigation Balancing Project (IBP) would be deferred to 2024. Details are in the Nepenthe February Newsletter.
- The Board wishes zone walks to continue. The priority for the Committee is to document all landscape deficiencies throughout 2023 with remediation being done in 2024 and beyond.

Grove Update

- Grove has been working through all the requests for roof clean ups, they have about 6/7 locations to complete. On 2/15 there was a crew onsite cleaning up wood at 709 Dunbarton and they will work to get to 16 Adelphi as well.
- Grove has started work on stump removals. The pine stump on the Swarthmore cul de sac was removed on 2/16.
- A crane is scheduled for 3/14 to do the restoration work on the two broken redwoods at 1149 Vanderbilt
- Annual pruning is scheduled to start on 3/14 with crews working Tuesday – Friday and Grove will maintain this schedule through the end of March so there will be a crew on property working through each zone beginning with zone 1

- Grove still has several trees to assess for restoration work. Paul duBois will have a report and proposal for that by next Friday
- Zone Tree Walks will commence in April. Paul duBois will create a schedule and this will be distributed to the zone stewards

Carson Update

- Watering of Turf and Shrubs started week of 2/13/23. Watering is scheduled for twice a week.
- Field/Weed spraying completed on 2/13/23
- Fertilizer with Barricade for turf is scheduled for 2/20/23 – 2/24/23
- Insect/Fungus and Fruit Prevention spraying scheduled for March. Date TBD
- Deep Root Watering scheduled for April. Date TBD
- Winter pruning is still in progress
- Detail work in all zones started in February and is still in progress
- Howe Berm detail is in progress in zones 1-3
- Staking of trees and shrubs n progress
- Irrigation checks in progress
- Merit Insecticide Injection was done in January
- Landscape Remediation in zones 1 & 5 have been completed
- Drainage Repairs in zones 4 and 7 have been completed

Adjourned 3:45 pm

Next meeting: Thursday, March 16, 3:00 pm, Clubhouse lounge and Zoom

ILS Committe Meeting for Feb 2023.pdf

ILS Committee Meeting

Date: Feb 7, 2023

Attendees: Nancy Arndorfer, Chairperson

William Olmsted – Member

Jerry Dunn – Member

Leslie Arnal - Member

Ricardo Pineda – Member

Pam Dimaggio - Member

Jackie Grabitus – Board Liaison

1. Approved minutes for January 2023
2. Reviewed & finalized itinerary for Insurance & Flood Forum scheduled for Thursday, Feb. 16th starting at 6 PM at Nepenthe clubhouse.
3. Next meeting scheduled for Tuesday, March 14

Outreach Minutes February.pdf

Nepenthe Outreach Committee Meeting Minutes
February 8, 2023
4:00PM
Nepenthe Clubhouse

Present:

Marcy Best, Chair
Pam Livingston
Judy Brewington
Bonnie Jacobson
Theresa McCrackin
Jan Beale
Hallie Henle
Jan Beale
Joan Barrett, Secretary

Not Present:

Nancy Arndorfer
Joyce Earl
Bill Olmsted
Pat Furakawa
Gerry Gelfand
Inga Holmquist
Carol Duke

Guests

Peter Klein

The meeting was called to order at 4:01PM by chair, **Marcy Best**.

The previous meeting minutes needed no adjustment or changes.

Old Business

Good Neighbor Bingo- Bonnie said that the event is set for February 24th from 7:00-9:00PM at the clubhouse. There will be 5 games with 2 cards per person. There will be a break and the committee is requested to provide desserts for the participants to enjoy at that time. **Bonnie** anticipates the budget for the evening at \$100.00 and no request for the board for money should not be required.

Marcy will find the prizes. **Hallie** will provide the goodies for the tables. Wine and punch will be served. The event will be promoted via the newsletter.

Welcome to the Neighborhood- **Hallie** reported that there is one new neighbor that will receive a packet this month. **Jan** will deliver the packet along with a current newsletter to the new resident.

New Business

Marcy shared that she was contacted by a resident musician who would like to perform at a Jazz by the Pool. The committee approved that Marcy pursue the opportunity and suggested June as a possible date. Follow up is required.

Hallie proposed a parking lot sale at Nepenthe in the spring. The date of April 22nd is proposed and the Neighborhood coffee gathering could take place outside. **Theresa** will assist Hallie in investigating the details with no request for board funds anticipated .

The meeting was adjourned at 5:16PM

Respectfully submitted,

Joan Barrett, Secretary

Information to the Board

There is no information to 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, March 8th, 2023 at 4:00PM- Nepenthe Clubhouse

Correspondence - Paula Connors.pdf

February 24, 2023

Bettsi,

I am hoping you can share this with the Board and whoever else you think is appropriate.

I live at 14 Adelphi Ct and wanted to thank the Board and others involved for the quick response from Carson after the January Board meeting to install the improved drainage between 12 and 14 Adelphi. The improvement to the physical appearance of the front-facing parts of the units as well as the improved functionality of the drainage is great.

After last night's rains, there is no residue water or mud in that area.

Thanks again!

Paula Connors
14 Adelphi Ct

Correspondence - Nancy Cochrane.pdf

February 22, 2023

POSTPONED TREE REMOVAL – 1427 Commons Drive

IMMEDIATE AREA RENOVATION REQUEST: 1427,1425,1423 Commons Drive

To the Nepenthe Homeowners' Association Board:

My name is Nancy Cochrane and I have lived at 1427 Commons Drive for over 14 years.

I am writing to the Board to request an implementation of the planned area renovation in front of my home as well as my neighbors' homes at 1423 and 1425 Commons which has been placed on hold.

I refer the Board to the e-mail correspondence with Bettsi (I requested that Bettsi forward those e-mails to each of you for purposes of this request) and others beginning in September of 2022 when I learned that one of the redwood trees in front of my house was to be removed per the arborist at Carson. Following the removal of the tree the Board was to implement a renovation to the area in front of our three homes.

The City of Sacramento arborist disagreed with removal and subsequently the renovation plan by Nepenthe came to an absolute standstill.

And now with the expenditures made as a result of storm damage and costs, we who have been on the list may be asked to wait until 2024 for implementation of the plan.

There must be something the Board can do NOW to remediate what has basically become a dry dirt area with dying and straggly ivy and other ground covers. Please see the photographs sent to Bettsi.

I want the Board to take the following into consideration:

1. There cannot be any other area in Nepenthe that looks as deplorable as this area. This type of care and appearance is NOT what we pay for in our monthly dues of almost \$600.
2. Please do not tell me that this area will be renovated once the redwood tree is removed. That is ridiculous. We have no idea when the City arborist will agree to its removal. And Bettsi , are you saying that IF the City had agreed to the tree removal that a) it would have happened even based on your statement that we are being asked to wait until 2024? And , b) that if the tree had been removed we would have had a renovation of our areas even though everyone is being asked to wait until 2024?
3. In your email you stated that the Grounds Committee has documented that our front areas of deficiency are on a list for remediation in 2023. If the Grounds Committee determined that this area of deficiency is one that will be undertaken in 2023 then how do we get that done?
4. if you are asking us to wait until 2024 for remediation that is absurd. We have been asking and asking for something to be done to improve the way these areas look. You

now want us to wait until 2024? That would be 12-22 months (February-December of 2024).

5. Referring to the chart Bettsi included in the email to me which is the summary of work orders last updated 1/22/23 listed by zone. I believe we are in Zone 4. For landscaping it lists \$8,565.00. Other than Zone 2, that amount for landscaping in Zone 4 is by far and away the smallest amount spent in Nepenthe. In fact, some of the other zones had five to almost eight times higher amounts spent on landscaping. And by the way, what kind of landscaping took place in Zone 1 for over \$63,000??
6. We are not asking for perfection. We are, however, asking for remediation and renovation to a deplorable looking section of the community. It is truly embarrassing.

If the Board is in doubt at all about the deplorable condition of its landscaping in front of our homes, please come by and have a look. And ask yourself: Would I want that to be in front of my home.

Please remedy this situation.

Please contact me if you have any questions.

Nancy Cochrane
916-204-1131



Bettsi Ledesma

From: Nancy Cochrane <ncc.1955@yahoo.com>
Sent: Saturday, February 18, 2023 9:19 AM
To: Bettsi Ledesma
Cc: Christina George; slynnsearch@yahoo.com; Steve Huffman; Anna Haldeman
Subject: Re: Tree Removal and Area Renovation: 1427 Commons Drive
Attachments: February 2023 Nepenthe News.pdf

Bettsi,

Thank you for your reply.

I did in fact see the information you pointed out from the newsletter.

What surprises me is that the amount of money spent in our Zone 4 is the smallest amount out of any of the other zones. Two of the zones posted are over 5 and 6 times the amount spent in our zone.

Asking us to wait until 2024 is not acceptable. You are suggesting that we accept the deplorable condition of our front area for at least another 12-22 months (Feb 2024 through Dec 2024).

And making our renovation dependent on that tree removal is not fair. The city arborist who has the final say may not agree to its removal for years. That is a convenient excuse for the board to rely upon.

I agree with Steve— there are few if ANY locations in Nepenthe that look as terrible as our areas. We at least deserve to have the front areas of our home look decent not just a bare dirt with straggly ivy.

I will write a separate letter to the board and send it to you for forwarding.

Because you are the “conduit” to the board I am also requesting that you forward our emails with the photo attachments to each of the board members.

Nancy

Sent from my iPhone

On Feb 17, 2023, at 3:59 PM, Bettsi Ledesma <Bettsi.Ledesma@fsresidential.com> wrote:

Hi Nancy,

Thank you for reaching out on this matter. It is really unfortunate that the City did not approve the removal of that tree. I hope you have had a little time to read the February newsletter (attached). There is an article on page 5 about the Board’s priorities for 2023’s landscape allocations. What the Board has decided is that homeowners with requests for landscaping are asked to wait until 2024 so the necessary storm remediations can be completed.

Throughout this year, the Grounds Committee is documenting areas of deficiency so remediations can be undertaken in 2023. The Common Area in front of 1423, 1425 and 1427 Commons is already on this list. ^{2024 BL}

I think it may be helpful for you to know that the 2023 allocation for landscaping is \$1.2M. With the storm damages, the association has already committed and/or spent close to \$500,000:

SUMMARY of WORK ORDERS	Last updated 1/22/23		PREPARED BY: CHRISTINA GEORGE		
	Zone 1 Total	Zone 2 Total	Zone 3 Total	Zone 4 Total	Zone 5 Total
Landscaping	\$ 63,575.00	\$ -	\$ 12,450.00	\$ 8,565.00	\$ 45,600.00
Irrigation	\$ 320.00	\$ -	\$ -	\$ -	\$ 2,250.00
Trees	\$ -	\$ 475.00	\$ 2,700.00	\$ -	\$ 26,945.00
TOTAL PENDING	\$ 63,895.00	\$ 475.00	\$ 15,150.00	\$ 8,565.00	\$ 74,795.00

Please understand that I am not the decision maker, but I am the conduit for information. The Board of Directors makes the decisions. If you would like to pursue your request further in this current year rather than wait for 2024, I recommend that you write a formal letter to the Board requesting their action. You can send it to me as a PDF or Word attachment by next Wednesday and I will ensure that it is included in the Board’s advance materials for their March 1st meeting.

Thank you for your understanding.

Kind regards,



BETTSI LEDESMA, CMCA, AMS
 General Manager
 Direct 916-929-8380

From: Nancy Cochrane <ncc.1955@yahoo.com>
Sent: Friday, February 17, 2023 1:58 PM
To: Bettsi Ledesma <Bettsi.Ledesma@fsresidential.com>
Cc: Christina George <cjadot@me.com>; slynnsearch@yahoo.com; Steve Huffman <stephenhuffman@icloud.com>; steve@huffmanstrategy.com; Anna Haldeman <annahald4@gmail.com>
Subject: Re: Tree Removal and Area Renovation: 1427 Commons Drive

Bettsi,
 I hope the new year has started well for you.

I am writing to you about the continuing deplorable condition of the front of my house that extends past the Huffman's and the Haldeman's. I am not speaking for them but including them for informational purposes.

I learned that the redwood tree in front of my house approved for removal by Carson was nixed by the City arborist. And somehow any remediation to the front of our homes has been placed on the back burner. Also, I am aware of the work done to clean up after the major storm as well as other ongoing remediation projects that I have observed within Nepenthe.

However, as evidenced by the photos attached, the front area of my home and my neighbors could not possibly look worse. The condition of whatever ivy has been struggling has declined and we basically have bare dirt for our front yards.

What do I or we need to do to get this fixed?

Please don't say you are waiting to remove that tree before anything can be done. That could be months or years.

There has got to be a solution to this problem sooner rather than later.

I would add that in light of on going remediation and renovation within the community and the monies that have been spent already on those and other projects that there must be a way to make our yards look more decent and be more of a reflection of what I thought was Nepenthe standards.

Please let me know what can be done.

In light of the dues increase and the ongoing requests for change there must be a solution to this issue.

Nancy



Sent from my iPhone

On Sep 13, 2022, at 2:59 PM, Bettsi Ledesma <Bettsi.Ledesma@fsresidential.com> wrote:

Hi Nancy,

Thank you for your email. As you know there is remediation work planned for the tree removal site. The Grounds Committee will also be considering some other work in your area, but a little time is needed for that process. As to planting a replacement tree, we will need to consult with the arborist to see if he feels that is an appropriate location. I will be working with the committee on this matter later this week and should have some kind of update for you soon. I'll be on vacation next week, but I will email you when I get back - the week of September 26-30.

I appreciate you getting in touch and I look forward to having more information for you soon.

Kind regards,

BETTSI LEDESMA, CMCA®, AMS®
General Manager, Nepenthe Association

I will be on vacation from September 19th through 23rd, returning on the 25th.

1131 Commons Drive | Sacramento, CA 95825
Office 916-929-8380 | Toll Free 800.428.5588
Email bettsi.ledesma@fsresidential.com

www.nepenthehoa.com
www.fsresidential.com



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GLOBAL SERVICE STANDARD

We seek honest and timely feedback on how to continuously improve the quality of our service and ourselves.

*Please take a moment to let my supervisor **Andi Helms** know how I am doing at 916-293-4749 or email her at Andi.Helms@FSResidential.com.*

-----Original Message-----

From: Nancy Cochrane <ncc.1955@yahoo.com>

Sent: Sunday, September 11, 2022 10:44 AM

To: Christina George <cjadot@me.com>; slynnsearch@yahoo.com; Bettsi Ledesma <Bettsi.Ledesma@fsresidential.com>

Subject: Tree Removal and Area Renovation: 1427 Commons Drive

Hello

I understand that one of the redwood trees in front of my house has bark beetle and is subject to removal sometime in the Fall.

I also understand that currently there is a plan to replant ivy, put down walk on bark and plant some shrubs once the tree is removed. I have also been told that the stump cannot be ground out because of the root system between all of the redwoods in this area.

A couple questions and a request:

1. The ivy that is currently still in place is dead, dying and threadbare. Will that be cut back or removed prior to more ivy being planted?

And what is the plan to keep the new ivy from dying and becoming threadbare?

2. My understanding is that walk on bark is placed but then not blown by the gardeners. Is this accurate? If it is not blown then it will just be covered by the yards and yards of debris that fall from the redwoods.

Is it possible to do a dry creek bed treatment in this area?

****3. Because of the loss of a large tree directly in front of my house I am requesting a replacement tree to be planted between where the stump will be and my front window. This should not interfere with the root system and it will help replace some coverage and shade to the front of my house. I am thinking of a tall growing Japanese maple- NOT a short miniature one. My next door neighbor Steve Huffman has one planted in front of his living room window. It seems planting one in front of my window would be appropriate and that is my request.

4. The grassy area near the outdoor light by my front walkway is not growing and looks horrible. There was nothing in the plan that addressed that additional eye sore. Please let me know what the plans are to make this area look acceptable.

Thank you and I will look forward to hearing from you regarding my questions and requests.

Nancy

Sent from my iPhone

Correspondence - Steve Huffman.pdf

February 22, 2023

To the Board of Directors:

Nancy Cochrane, my neighbor at 1427 Commons Drive, and I have a common problem. The landscaping between our homes and Commons looks dreadful. It is what we see from our living rooms. It is also true of 1423 Commons. Most of the area is bare dirt with scattered patches of ivy. Nancy's message includes photos. I cannot imagine anyone would say the area is up to Nephenthe Association standards. I served previous directors on the Grounds Committee for three years. During that time I walked each zone about seven times a year. I continue to hike around as a form of exercise. I can tell you that there are a very few areas which look this bad, but none are worse. Corrective action is in order.

But management tells us that any action will be a long time in coming because there is no money to pay for it. That was your plan prior to the storms. The damage in January, I am told, will delay any action still further. Your plan is to address areas such as ours in 2024, but that doesn't mean relief will come a year from now. If done in late 2024, our wait would be almost two years.

Nancy and I will be paying close attention in coming months to the landscaping projects you approve.

Steve

Sally and Steve Huffman
1425 Commons Drive
Sacramento, CA 95825
916-214-4500

NEP 2023-2-1 Open Session Minutes.pdf

NEPENTHE ASSOCIATION

Open Session Nepenthe Board of Directors

February 1, 2023 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, 95825

MINUTES

I. CALL TO ORDER

Meeting was called to order at 6:04 PM

Attending:

John Baker, President

Markus Dascher, Vice President

Cheryl Nelson, Secretary

Jackie Grebitus, Treasurer

Ashley Tangeraas, Member at Large

Also attending:

Paul Reeves, Project Manager for Phase I Siding, Fencing and Painting Project

Betsi Ledesma, General Manager, FirstService Residential

PRESIDENT'S MESSAGE

President John Baker announced that this would be his last meeting. Due to some health issues, he was resigning from the Board. He announced that the remaining directors would be meeting in executive session on February 6, 2023 to discuss the positions of the officers.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on February 1, 2023, 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. REPORTS

A. CONSTRUCTION MANAGER'S REPORT

Construction Manager Paul Reeves provided a verbal report to support his submitted written report and answer questions.

B. GENERAL MANAGER'S REPORT

General Manager provided a verbal report to supplement the written reports provided in the Board packet.

IV. COMMITTEE UPDATES

Many of the Chairs provided verbal reports to supplement the submitted committee minutes.

V. HOMEOWNER FORUM

VI. HOMEOWNER CORRESPONDENCE

VII. CONSENT CALENDAR

Resolved

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

A. APPROVAL OF MINUTES

Resolved

The Open Session Minutes dated January 4, 2023 are approved as presented.

B. FINANCIAL STATEMENT

Resolved

The Board accepts the Association's income statement for December 2022, 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 -\$106,698 and year-to-date reserve funding of \$2,373,003 compared to the year-to-date reserve funding budget of \$2,251,440. The actual year-to-date operating expenses were \$1,781,067. The budgeted year-to-date operating expenses were \$1,675,668. The association has \$125,828 in operating funds, which represents .40 months of budgeted expenses and reserve contributions. The association has \$11,113,960 in reserve funds.

C. ARCHITECTURAL APPROVALS

D. 1/17/2023 LIEN RESOLUTION

Resolved

The Board authorizes the placement of a lien on the following account should the delinquent assessments not be paid within the time period established in the Intent-to-Lien letter, as described in the signed Resolution.

Account Number	Past Due Assessments	Total Amount Due
2058-01	\$2,609.03	\$3,622.45
2210-01	\$2,735.00	\$3,527.37
2487-02	\$2,617.00	\$4,449.77
2384-01	\$2,187.70	\$2,187.70

VIII. NEW BUSINESS

A. APPOINT DIRECTOR GREBITUS AS CLAIM COMMITTEE

Resolved

The Board appoints Director Grebitus to serve as the appointed Claims Committee to handle necessary decisions related to the current storm claim with Farmers.

B. INVESTMENT RECOMMENDATION FROM FIRSTSERVICE FINANCIAL

Resolved

The Board approves the recommendations from FFI for the investment of Reserve Funds as outlined in the supporting documents.

IX. SECOND HOMEOWNER FORUM

X. NEXT BOARD MEETING

The Association's next open Board meeting will be held March 1, 2023 at 6:00 pm..

XI. ADJOURN

Meeting was adjourned at 7:22 pm

APPROVED

DATE