

**Reserve Expense Authorization (REA)**

Association: **NEPENTHE ASSOCIATION**

Entity Code: **NEP**

Date: **01/23/23**



Financial Institution: **METROPOLITAN BANK**

Bank Account Number: 0499011031 Bank GL Number: 21140

**Transfer/Withdraw** the sum of \$ 78,150.00 from the reserve/reconstruction bank account above to be deposited to the operating checking account 153495833060

*\*Issue check payable to association named above and send to 15241 Laguna Canyon Rd, Irvine, CA 92618.*

**Funds to Pay Vendor:** Complete this section if invoice has not been paid yet.

Vendor Name CARSON LANDSCAPE INDUSTRIES \*One vendor per REA form, please.

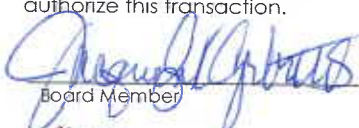
Invoice Number	Reserve GL Code	Reserve GL Description	Description for use of funds	Amount
406049	N23275	LANDSCAPE IM	DEC: EXTRA WORK COMPLETED	48,100.00
IVC00405955	N23275	LANDSCAPE IM	LEAF CLEANUP	10,000.00
IVC00407075	N23275	LANDSCAPE IM	STROM CLEAN UP	17,800.00
406048	23133	IRRIGATION SE	DEC: EXTRA WORK COMPLETED	2,250.00
Total of invoices				\$ 78,150.00


**Recode from Operating to Reserve/Reconstruction Expense:** Complete this section if invoice has already been paid from an operating account.

Vendor	Check#	Date of Check	From Operating GL	To Reserve GL Code	Reserve Description	Amount
Total of recode expenses						\$ 0.00

**Authorizations:** At least two (2) authorized board members must sign in accordance with California Law.

By our signatures below, we, members of the Board of Directors of the above-referenced association, authorize this transaction.


1/23/23
\_\_\_\_\_
\_\_\_\_\_  
 Board Member Date Board Member Date


1/23/23
\_\_\_\_\_
\_\_\_\_\_  
 Board Member Date Board Member Date

Accounting Use:  
 Transfer Date: \_\_\_\_\_ Method: \_\_\_\_\_ Bank Coord Init: \_\_\_\_\_ Journal Entry# \_\_\_\_\_



9530 Elder Creek Road  
 Sacramento, CA 95829  
 (916) 856-5400 / Cont Lic #470283

Bill To: First Service Residential  
 o/b/o Nepenthe Assoc.  
 PO Box 62499  
 Irvine, CA. 92602-6083

Invoice Number: 406049  
 Invoice Date: 12/30/2022  
 Terms: Due Net 30

December Add'l Services Landscape \$ 48,100.00  
 Vendor Code: CALAN8

Landscape Improvements

Date	Nepenthe WO#	Location Description	Date Completed	Work Order	Description	Line Item Total
6/15/22	1076039	1263 Vanderbilt Way	10/31/2022	94602	Implement the landscape improvements discussed with the homeowner at this address- specifically add the Berry Creek Rock to the bare areas (NTE \$2,800)	2,800.00
6/15/22	1076041	1263 Vanderbilt Way	10/31/2022	94604	Implement the landscape improvements discussed with the homeowner at this address- specifically add plants to the bare areas (NTE \$2,800)	2,800.00
7/18/22	1082988	2242 Swarthmore Dr	N/A	95053	Plant (1) 5-gallon Euonymus green and gold in front of the house - Completed on another work order	Voided
8/4/22	1088011	1065 Commons Drive/Zone 1	12/8/2022	95230	Proposal for tree remediation at 1065 Commons Dr. was approved by the Board of Directors (NTE 435.00)	435.00
8/4/22	1088031	1231 Vanderbilt/Zone 5	12/8/2022	95240	Proposal for the tree remediation at 1231 Vanderbilt was approved by the Board of Directors (NTE \$1,200.00)	1,200.00
8/13/22	1090010	1006 Vanderbilt Way	N/A	95512	Per the attached homeowner request, replace the failed shrub at the front picture window and remove and replace the oversized Boxwood at the back gate	N/C
10/7/22	1101949	701 Dunbarton Cir.	12/8/2022	96264 (IR on WO#96265)	Proposal for remediation of tree removal site at 701 Dunbarton was approved by the Board of Directors at their 9/7/2022 (NTE \$3,695)	3,695.00
10/7/22	1101954	811 Dunbarton Cir.	12/30/2022	96267	Proposal for remediation of tree removal site at 811 Dunbarton was approved by the Board of Directors at their 9/7/2022 meeting (NTE \$7,095.00)	7,095.00
10/7/22	1101957	1333 Commons Dr.	12/7/2022	96268	Proposal for remediation of tree removal site at 1333 Commons was approved by the Board of Directors at their 9/7/2022 meeting (NTE \$1,660.00)	1,660.00
10/7/22	1101959	500 Dunbarton Cir.	12/7/2022	96269	First proposal for remediation of tree removal site at 500 Dunbarton was approved by the Board of Directors at their 9/7/2022 (NTE \$2,365.00)	2,365.00
10/7/22	1101961	500 Dunbarton Cir.	12/7/2022	96270	Second proposal for remediation of tree removal site at 500 Dunbarton was approved by the Board of Directors at their 9/7/2022 (NTE \$1,250.00)	1,250.00
11/3/22	1106905	Zone 6	11/30/2022	96473	Elmhurst Cir. - 106-108 • Remove every other shrub • Spray and remove damaged grass under big trees • Install black humus in area where turf was Elmhurst Cir. - 308-310 • Remove (2) small trees without replacement Elmhurst Cir. -328 • Install Loropetalum in the middle of the Manzanitas Elmhurst Cir. - 400 • Install abelias bark Elmhurst Cir. - 412 • Remove Xylosma, Ivy, and Podocarpus • Install new plant material, rock, and walk-on bark Elmhurst Cir. - 706 • Remove Ivy and hedge • Install new plants, rock, and walk-on bark Elmhurst Cir. - 708 • Install new drain, plants, rock, and walk-on bark Elmhurst Cir. - 710 • Remove damaged plant and install Nandina domestica • Retrofit irrigation to all areas to accommodate new plants	14,400.00
11/3/22	1106909	Zone 7	12/8/2022	96474	University Ave. - 1461 • Remove Ivy, Boxwoods, Pittosporum, and stumps • Add berry creek rock to downspouts • Add topsoil, install new plants and walk-on bark • Install new drip system University Ave. - 1557 • Remove Photinia shrubs and stumps • Fill in with topsoil and install (1) Nandina domestica • Retrofit irrigation to accommodate new plant • Install walk-on bark University Ave. - 1575 • Remove (8) Privets • Remove stumps, grind stumps, remove surface roots and grindings • Install new soil and level area • Install new plants • Convert irrigation to drip system • Install new plants and walk-on bark in the planter area	9,600.00

Nepenthe Association

11/14/22	1108591	702 Dunbarton Cir	11/30/2022	96556	Cut the two Photinia shrubs back waist high. They are located in the front between units. This work can be done during normal shrub pruning and should not have a charge associated with it.	N/C
11/21/22	1109655	Zone 5	12/22/2022	96600	December Power Washing	800.00
December Invoice Total \$						48,100.00



Invoice:	IVC00405955
Document Date:	12/21/2022
Page:	1

9530 Elder Creek Road Sacramento, CA 95829  
 916-856-5400 Cont. Lic. #470283  
 www.Carson1975.com

**Bill To:**  
 NEPENTHE ASSOCIATION [NEP]  
 C/O FIRST SERVICE RESIDENTIAL - WEST  
 P O BOX 62499  
 IRVINE, CA 92602-6083

**Worksite:**  
 COMMONS DRIVE - 1131/VENDOR: CALAN8

Customer PO	Customer ID	Account Manager	Payment Terms	Due Date	Work Order No.
	C05382	LOPEZ O	Net 30 days	1/20/2023	96414

**Item/Description**

**Total Price**

1014073 Leaf Clean-Up by Div 10 Maintenance Crew December add'l leaf clean up per approved 2022 budget	10,000.00
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*N23275 / Landscape / Leaf clean up*

<b>Subtotal:</b>	<b>10,000.00</b>
Invoice Discount:	0.00
Tax:	0.00

**Total USD: 10,000.00**

A 3% CONVENIENCE FEE WILL BE CHARGED FOR ALL CREDIT CARD PAYMENTS.  
 A FINANCE CHARGE OF 1 1/2% PER MONTH WHICH IS AN ANNUAL PERCENTAGE RATE  
 OF 18% IS ASSESSED ON ALL PAST DUE ACCOUNTS.

**Nepenthe Association**

Phone: 916-929-8380  
Fax: 916-929-1773  
Work Order #: 1117646

**Unit/Common Area**

Location: Landscape (CA, 95825)  
Owner:  
Unit Phone:  
Cell Phone:  
Email:  
Requested By

**Details**

Category: Landscaping  
Mgmt. Staff: BMcComb  
Phone: 916-929-8384  
Fax:  
Email: bettsi.ledesma@fsresidential.com  
Created On: 1/13/2023  
Service Area:  
Assign To:  
Vendor: \*FRANK CARSON LANDSCAPE & MAINTENANCE INC., Fax: (916) 856-5410  
Completed On: 1/31/2023  
Completed By: Carson  
Amount: \$10,000.00  
Permission To Enter:

Requested Completion Date

Status	Priority	Progress Code
Closed		Completed

**Description**

Work to be completed: Per signed 2022 agreement, please provide extra labor for leaf cleanup not to exceed \$10,000 in December.

Signature: \_\_\_\_\_

Mgr Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



Invoice:	IVC00407075
Document Date:	1/18/2023
Page:	1

9530 Elder Creek Road Sacramento, CA 95829  
 916-856-5400 Cont. Lic. #470283  
 www.Carson1975.com

**Bill To:**  
 NEPENTHE ASSOCIATION [NEP]  
 C/O FIRST SERVICE RESIDENTIAL - WEST  
 P O BOX 62499  
 IRVINE, CA 92602-6083

**Worksite:**  
 COMMONS DRIVE - 1131/VENDOR: CALAN8

Customer PO	Customer ID	Account Manager	Payment Terms	Due Date	Work Order No.
NEP-WO#1116173	C05382	LOPEZ O	Net 30 days	2/17/2023	97062

**Item/Description**

**Total Price**

1024015 Maintenance Clean-Up (Zones 1-6) <i>Maintenance storm debris clean up services: 01/09/23 through 01/12/23</i>	17,800.00
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*N23275/landscape/ Storm clean up*

<b>Subtotal:</b>	<b>17,800.00</b>
Invoice Discount:	0.00
Tax:	0.00
<b>Total USD:</b>	<b>17,800.00</b>

A 3% CONVENIENCE FEE WILL BE CHARGED FOR ALL CREDIT CARD PAYMENTS.  
 A FINANCE CHARGE OF 1 1/2% PER MONTH WHICH IS AN ANNUAL PERCENTAGE RATE  
 OF 18% IS ASSESSED ON ALL PAST DUE ACCOUNTS.



Bill To: First Service Residential  
 o/b/o Nepenthe Association  
 PO Box 62499  
 Irvine, CA. 92602-6083

Invoice Number:  
 Invoice Date:  
 Terms:

406048  
 12/30/2022  
 Due Net 30

9530 Elder Creek Road  
 Sacramento, CA 95829  
 (916) 856-5400 / Cont Lic #470283

November Add'l Irrigation Services  
 Vendor Code: CALAN8

\$ 2,250.00

Irrigation Services

Date	Nepenthe WO#	Location Description	Date Completed	Work Order	Description	Line Item Total
5/18/22	1068870	Zone 5	11/30/2022	94259	St. 2 - Repair (2) broken lateral lines in a root infested area St. 8 - Relocate (1) sprinkler to proper grade St. 22 - Replace (4) broken sprinklers to 12" sprinklers to cover the areas St. 45 - Repair broken lateral line in a root infested area St. 46 - Repair broken lateral line and relocate (1) sprinkler to proper grade. Flush out the line due to no water in the sprinkler St. 55 - Relocate (2) sprinklers to proper grade St. 63 - Relocate (4) sprinklers to proper grade St. 69 - Repair broken lateral line St.79 - Repair broken lateral line root infested area (NTE. \$ 2,250.00)	2,250.00
10/7/22	1101949	701 Dunbarton Cir.	12/8/2022	96265 (LI on WO# 96264)	Proposal for remediation of tree removal site at 701 Dunbarton was approved by the Board of Directors at their 9/7/2022 - Billed on Landscape Improvement Invoice	N/A

December Invoice Total \$ 2,250.00

23133/Irrigation / Dec. Extra Work