



# NEPENTHE ASSOCIATION

## Open Session Nepenthe Board of Directors

September 6, 2023 6:00 PM  
Nepenthe Clubhouse  
1131 Commons Drive  
Sacramento, CA

### 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=bDJDaIMycUswQ0ZPSU81Y05jeVF6dz09>

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 August 2, 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.

The Board took the following action at the August 2, 2023, Executive Session:

Contracts: Proposals were approved as follows:


- 1.) Proposal in the amount of \$3,800 for Carson Landscape for deferred remediation work in Zone 4 on Commons Drive.
- 2.) Proposal in the amount of \$7,360 for Carson Landscape for remediation work at east side of Clubhouse Tennis Courts.
- 3.) Proposal in the amount of \$56,090 for The Grove Total Tree Care for recommended tree work in Zone 3.
- 4.) Proposal in the amount of \$49,165 for The Grove Total Tree Care for recommended tree work in Zone 4.
- 5.) Action was taken specific to member discipline and owner requests.

## III. REPORTS

### A. CONSTRUCTION MANAGER'S REPORT

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

#### Supporting Documents

<a href="#"> <i>Nepenthe Monthly Report August 2023 - 8-31-2023.pdf</i></a>	5
<a href="#"> <i>Nepenthe Change Order Log Updated 8.24.23.pdf</i></a>	19

### B. GENERAL MANAGER'S REPORT





General Manager Dusty Favichia has submitted the enclosed work order report and will answer any questions the Board may have.

#### Supporting Documents

<a href="#"> <i>August 2023 Work Order Report.pdf</i></a>	41
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## IV. COMMITTEE UPDATES

### Supporting Documents

<a href="#"> <i>Architectural Review Committee Minutes August 2023.pdf</i></a>	48
<a href="#"> <i>Grounds Committee Meeting Minutes August 2023.pdf</i></a>	53
<a href="#"> <i>ILS Committee Meeting Minutes August 2023.pdf</i></a>	56
<a href="#"> <i>Outreach Committee Meeting Minutes August 2023.pdf</i></a>	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

<a href="#">1207 Vanderbilt RE Landscaping_August 25, 2023.pdf</a>	66
<a href="#">1231 Vanderbilt RE Landscaping_August 26, 2023.pdf</a>	73
<a href="#">1179 Vanderbilt RE Landscaping_August 27, 2023.pdf</a>	75
<a href="#">1281 Vanderbilt RE Landscaping_August 28, 2023.pdf</a>	78
<a href="#">1207 Vanderbilt RE Landscaping_August 30, 2023.pdf</a>	86
<a href="#">Open Session Packet_Mickel_September 2023.pdf</a>	89
<a href="#">810 Dunbarton RE Dunbarton Court_August 28, 2023.p.pdf</a>	97

## 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 through C as presented.

► **Action Required:** Board Resolution

### A. APPROVAL OF MINUTES

#### Proposed Resolution

The Open Session Minutes dated August 2, 2023 are approved as presented.

#### Supporting Documents

<a href="#">NEP 2023-8-2 Open Session Minutes.pdf</a>	99
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### B. FINANCIAL STATEMENT

#### Background

The full financial reports have been delivered to the directors under separate cover. An abbreviated report is enclosed in this packet.

#### Proposed Resolution

The Board accepts the Association’s income statement for July 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 (\$55,665.42) and year-to-date reserve funding of \$2,394,574.55 compared to the year-to-date reserve funding budget of \$1,313,347.** The actual year-to-date operating expenses were \$1,151,800.30. The budgeted year-to-date operating expenses were \$1,078,266. The association has \$290,235.37 in operating funds, which represents .85 months of budgeted expenses and reserve contributions. The association has \$11,536,666.96 in reserve funds.

#### Supporting Documents

**C. ARCHITECTURAL APPROVALS**

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

Address	Improvement	Recommendation
1623 University Ave.	Fence Modification	Approval w/ Condition
1403 Commons Drive	HVAC	Approval: HVAC w/ Fence Extension
1149 Vanderbilt Way	Windows	Approval
1569 University Ave.	Skylights	Approval w/ Conditions
322 Elmhurst Circle	Windows	Approval
708 Elmhurst Circle	HVAC	Emergency Approval
1260 Vanderbilt Way	HVAC	Emergency Approval

**VIII. UNFINISHED BUSINESS**

**A. HOMEOWNER COMMENT AND CORRESPONDENCE FOLLOW UP**

To promote good communication with homeowners, the Board has made note of the comments from the last open session and prepared follow up answers and action items. Directors to discuss and determine whether further agenda items are called for.

**Supporting Documents**

[Board Follow-Up - August 2023 Open Meeting Forum.p.pdf](#) ..... 115

**IX. NEW BUSINESS**

**A. GROUNDS COMMITTEE MEMBER - NEW APPLICATION**

**Proposed Resolution**

The Board approves the volunteer application for the Grounds Committee from Linda Cook.

**Supporting Documents**

[GROUNDS COMMITTEE APPLICATION LINDA COOK.pdf](#) ..... 118

**X. 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.

**XI. NEXT BOARD MEETING**

The Association’s next open Board meeting will be held October 4, 2023, at 6:00 pm.

**XII. ADJOURN**

## **Nepenthe Monthly Report August 2023 - 8-31-2023.pd.pdf**



**Dry Rot and Painting Project**  
**Phase One 2022-2023**  
**Phase Two 2023-2024**

**Monthly Project Report For August 2023**

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



<b>1. Project Overview</b>	<b>3</b>
<b>2. Phase #2.</b>	<b>3</b>
<b>3. Cost Management</b>	<b>4</b>
<b>4. Invoice Control</b>	<b>5- 9</b>

**Scope Management (Change order log)**

**Moved to a separate attachment.**

## Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



## 1. Project Overview- August 2023

Even with the heat work progress has been good. An update on progress is below.

1. Dry rot repairs and painting are completed at building unit addresses-  
Up to 901 Dunbarton.
2. Dry rot repairs are completed up to 1017 Dunbarton. Termites were found in the south bedroom wall at 1019 Dunbarton. This repair will be ongoing until mid Sept.
3. Repairs are in process at 1101-1131 Dunbarton. 1431-1433 Commons.  
These will be completed in the following week's weather permitting..
4. **Looking ahead,**  
Wood repairs are now 50% completed. We are now crossing Dunbarton to the center of phase one.  
The next units on the list for repairs are 1112 Dunbarton, 1427-1423 Commons..  
Painting will start back up on 9/13.
6. CPR and I will do our pre-construction inspection  
At 1100-1104 Dunbarton next week.
7. **Change order log-** Due to its size, it has been moved to its own attachment.  
The total adjusted contract amount for wood repairs is at the bottom of the C/O log.  
**\$1,429,700.96**
8. Changes to Cost Management and Invoice Control for the month of August  
are highlighted in **yellow.**

## 2. Phase #2.

Due to ongoing window leaks at 208. The dry rot repairs and painting at 208/210 Elhurst will be completed this fall. Due to the tree damage at 1149. All dry rot repairs & painting at 1149-1179 will also be completed this fall.



**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



### 3. Cost Management- Phase #1.

Total Contract Amount

Contractor Code	Scope	Budget Value (\$)	Change Orders Value (\$)	Permits Value (\$)	Invoiced Value (\$)	Value Paid (\$)	
CPR Construction	Original Contract	\$822,857.00			\$900,992.68 Includes Change Orders	\$784,402.46	
CPR Construction	Change Orders Approved		\$606,843.96		Included Above		
CPR Construction	Total Retention to date	\$61,065.30					
CPR Construction	Total Retention Invoiced	\$36,907.39			Included Above	Included Above	
CPR Construction	Permits		\$8,986.24		Included Above	Included Above	
Progressive Painting	Painting Original Contract	\$306,250.00			\$140,000.00	\$105,500.00	
	<b>TOTAL PAID TO ALL ABOVE</b>				<b>Invoiced Value 1,040,992.69</b>	<b>Value Paid \$889,902.46</b>	

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting  
 Phase One 2022-2023  
 Location: Sacramento, CA



**4. 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
CPR Construction	Siding Repair	1193	Units, 101,107,109, 1371,1395 Including Change Orders Less retention	\$35,965.49	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1198	Units, 1355,1359, 1363, Including Change Orders Less retention	\$35,144.41	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1211	Units 1329, 1331, 1333, 2308, 201, 203, 205, 301, 303, 2308, Including Change	\$65,466.92	COMPLETE	APPROVED	PAID

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting  
 Phase One 2022-2023  
 Location: Sacramento, CA



			Orders				
Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	#1214		\$43,659.02	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1238	Units 303, 401, 403, 405, 407, 2320, 2322, 2324, 2326, 2328, 1230, 2330, Including Change Orders Less retention	\$82,370.83	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1241	Units 2314, 2322 SM, 409, 411, 501, 503, 505, 507, 509, 511, Including Change Orders Less retention	\$74,333.60	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	1246	Units 601,603, 605, 813, 815 Including Change Orders above and at 507, 509  Less Retention	\$60,308.06	COMPLETE	APPROVED	PENDING
CPR Construction	Siding Repair	1251	Units 601,603, 605, 607, 609,611, 613, 615, 701, 703,813, 815 Including Change Orders	<b>Total Due Minus Retention \$69,707.27</b>	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	<b>1262</b>	Units 711,713,715, 717,719, Including Change Orders	<b>Total Due Minus Retention \$109,770.15</b>	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	1269	Units 901, 903, 903,905,907, 801,803,817, 807, 811, 809, Including Change Orders	<b>Total Due Includes Retention Invoiced \$125,390.93</b>	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1289	Units 1001, 1003, 1005, 1007, 1009, 1011, 1013, 1015, 1017, 1019.	<b>Total Due Includes Retention Invoiced \$116,590.22</b>	COMPLETE	APPROVED	PENDING
Progressive Painting	Paint	54	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17256	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17293	Painting	\$28,000.00	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
Progressive Painting	Paint	17300	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17326	Painting	\$10,500.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17335	Painting	\$14,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17361	Painting	\$17,500.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17379	Painting	\$15,750.00	COMPLETE	APPROVED	PENDING
Progressive Painting	Paint	17390	Painting	\$19,250.00	COMPLETE	PENDING	PENDING
			TOTAL APPROVED	<b>Invoiced Value</b> \$1,040,992.69			
			TOTAL APPROVED, NOT PAID	\$132,340.22			
			TOTAL PENDING APPROVAL	\$19,250.00			
			TOTAL PAID	\$889,402.46			

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting  
Phase One 2022-2023  
Location: Sacramento, CA



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**End Report.**

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting  
Phase One 2022-2023  
Location: Sacramento, CA





**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting  
Phase One 2022-2023  
Location: Sacramento, CA



**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting  
Phase One 2022-2023  
Location: Sacramento, CA



**Nepenthe Change Order Log Updated 8.24.23.pdf**



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

Date: August 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 REVISED	101 DB and 1395 Commons			\$3,767.15	Additional Siding and Trim
COR #02 REVISED	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
<b>CREDIT COR #10</b>	1331 Commons			<b>-\$3,203.88</b>	Credit Siding and Trim Not Done
<b>CREDIT COR #11</b>	1333 Commons			<b>-\$243.13</b>	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	2308 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 REVISION	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	<b>NO ORIGINAL SCOPE LISTED</b> 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
COR #112	Additional Siding and Trim Unit #507 DB Supplemental to COR#82			\$268.41	Additional Siding and Trim
COR #113	Additional Siding and Trim Unit #509 DB Supplemental to COR#83			\$674.05	Additional Siding and Trim

COR #114	Additional Siding and Trim Unit #813 DB Supplemental to COR#103			\$2,881.16	Additional Siding and Trim
COR #115	Additional Siding and Trim Unit #815 DB Supplemental to COR#104			\$1,102.56	Additional Siding and Trim
COR #116	Additional Gutter and Downspout Repair #806 Dunbarton COR#116			\$168.00	Additional Gutter and Downspout Repairs
COR #117	Permit Fees			\$3,913.08	Permit Fees
COR #118	Additional Siding and Trim Unit #601 DB Supplemental to COR#74			\$2,125.53	Additional Siding and Trim
COR #119	Additional Siding and Trim Unit #507 DB Supplemental to COR#112			\$357.85	Additional Siding and Trim
COR #120	Additional Siding and Trim Unit #605 DB Supplemental to COR#76			\$713.97	Additional Siding and Trim
COR #121	Additional Siding and Trim Unit #609 DB Supplemental to COR#87			\$2,494.98	Additional Siding and Trim
COR #122	Additional Siding and Trim Unit #611 DB Supplemental to COR#88			\$1,115.47	Additional Siding and Trim
COR #123	Fence Repairs Unit #813 DB			\$647.83	Additional Fence Repairs

COR #124	Additional Siding and Trim Unit #611 DB Supplemental to COR#122			\$1,832.99	Additional Siding and Trim
COR #125	Additional Siding and Trim Unit #615 DB Supplemental to COR#90			\$1,274.35	Additional Siding and Trim
COR#126	Additional Siding and Trim Unit #711 DB			\$2,718.99	Additional Siding and Trim
COR#127	Additional Siding and Trim Unit #713 DB			\$4,771.46	Additional Siding and Trim
COR#128	Additional Siding and Trim Unit #715 DB			\$6,703.39	Additional Siding and Trim
COR#129	Additional Siding and Trim Unit #717 DB			\$3,404.26	Additional Siding and Trim
COR#130	Additional Siding and Trim Unit #719 DB			\$3,631.58	Additional Siding and Trim
COR #131	Fence Repairs Unit #711-719 DB			\$8,679.31	Additional Fence Repairs
COR #132	Fence Repairs Unit #607 DB			\$2,269.27	Additional Fence Repairs
COR #133	Additional Siding and Trim Unit #701 DB Supplemental to COR#106			\$947.42	Additional Siding and Trim
COR #134	Asbestos and Lead Testing Unit #705 DB Supplemental to COR#108			\$966.00	Asbestos and Lead Testing Drywall

COR #135	Additional Siding and Trim Unit #703 DB Supplemental to COR#107			\$268.41	Additional Siding and Trim
COR #136	Additional Siding and Trim Unit #705 DB Supplemental to COR#134			\$2,299.46	Additional Siding and Trim
COR #137	Additional Siding and Trim Unit #707 DB Supplemental to COR#109			\$747.97	Additional Siding and Trim
COR #138	Additional Siding and Trim Unit #709 DB Supplemental to COR#110			\$1,022.45	Additional Siding and Trim
COR#139	Additional Siding and Trim Unit #801 DB			\$4,608.03	Additional Siding and Trim
COR#140	Additional Siding and Trim Unit #803 DB			\$1,397.42	Additional Siding and Trim
COR#141	Additional Siding and Trim Unit #805 DB			\$5,812.39	Additional Siding and Trim
COR #142	Fence Repairs Unit #801 and #805 DB			\$13,563.48	Additional Fence Repairs
COR#143	Additional Siding and Trim Unit #709 DB Supplemental to COR#138			\$626.07	Additional Siding and Trim
COR #144	Additional Siding and Trim Unit #711 DB Supplemental to COR#126			\$1,023.70	Additional Siding and Trim



COR #145	Additional Siding and Trim Unit #713 DB Supplemental to COR#127			\$2,445.99	Additional Siding and Trim
COR #146	Additional Siding and Trim Unit #711 DB Supplemental to COR#144			\$553.62	Additional Siding and Trim
COR #147	Trellis Caps Unit #713 DB Supplemental to COR#145		\$766.80		Trellis Caps
COR#148	Additional Siding and Trim Unit #807 DB			\$3,013.08	Additional Siding and Trim
COR#149	Additional Siding and Trim Unit #809 DB			\$5,601.65	Additional Siding and Trim
COR#150	Additional Siding and Trim Unit #811 DB			\$4,111.76	Additional Siding and Trim
COR #151	Fence Repairs Unit #807 through #811 DB			\$5,194.90	Additional Fence Repairs
COR#152	Additional Siding and Trim Unit #817 DB			\$6,382.79	Additional Siding and Trim
COR #153	Fence Repairs Unit #817 DB			\$3,534.75	Additional Fence Repairs
COR#154	Additional Siding and Trim Unit #901 DB			\$5,672.62	Additional Siding and Trim
COR#155	Additional Siding and Trim Unit #903 DB			\$2,059.56	Additional Siding and Trim
COR#156	Additional Siding and Trim Unit #905 DB			\$3,547.40	Additional Siding and Trim

COR#157	Additional Siding and Trim Unit #907 DB			\$678.00	Additional Siding and Trim
COR #158	Fence Repairs Unit #901 and 905 DB			\$11,462.96	Additional Fence Repairs
COR #159	Additional Siding and Trim Unit #717 DB Supplemental to COR#129			\$1,115.88	Additional Siding and Trim
COR #160	Additional Siding and Trim Unit #719 DB Supplemental to COR#130			\$439.64	Additional Siding and Trim
COR #161	Additional Siding and Trim Unit #801 DB Supplemental to COR#139			\$1,051.74	Additional Siding and Trim
COR #162	Additional Siding and Trim Unit #803 DB Supplemental to COR#140			\$310.33	Additional Siding and Trim
COR #163	Additional Siding and Trim Unit #813 DB Supplemental to COR#114			\$354.99	Additional Siding and Trim
COR#164	Additional Siding and Trim Unit 1001 DB			\$7,363.55	Additional Siding and Trim
COR#165	Additional Siding and Trim Unit #1003 DB			\$4,690.53	Additional Siding and Trim
COR#166	Additional Siding and Trim Unit #1005 DB			\$9,686.01	Additional Siding and Trim
COR#167	Additional Siding and Trim Unit #1007 DB			\$5,369.12	Additional Siding and Trim

COR #168	Additional Siding and Trim Unit #809 DB Supplemental to COR#149			\$278.59	Additional Siding and Trim
COR #169	Additional Siding and Trim Unit #613 DB Supplemental to COR#89		\$919.42		See REVISION COR#169R
COR #169R REVISED	Additional Siding and Trim Unit #613 DB Supplemental to COR#89			\$1,197.82	Additional Siding and Trim
COR #170	Additional Siding and Trim Unit #901 DB Supplemental to COR#154			\$649.17	Additional Siding and Trim
COR #171	Additional Siding and Trim Unit #903 DB Supplemental to COR#155		\$1,025.65		See REVISION COR#171R
COR #171R REVISED	Additional Siding and Trim Unit #903 DB Supplemental to COR#155			\$1,415.01	Additional Siding and Trim
COR #172	Additional Siding and Trim Unit #1009 DB			\$3,963.43	Additional Siding and Trim
COR #173	Additional Siding and Trim Unit #1101 DB Supplemental to COR#149			\$2,026.05	Additional Siding and Trim
COR #174	Fence Repairs Unit #1001 DB			\$8,566.96	Additional Fence Repairs

COR #175	Additional Siding and Trim Unit #907 DB Supplemental to COR#157			\$356.65	Additional Siding and Trim
COR #176	Additional Siding and Trim Unit #1001 DB Supplemental to COR#164			\$1,266.10	Additional Siding and Trim
COR #177	Additional Siding and Trim Unit #1003 DB Supplemental to COR#165			\$1,106.09	Additional Siding and Trim
COR #178	Additional Siding and Trim Unit #1005 DB Supplemental to COR#166			\$842.29	Additional Siding and Trim
COR #179	Additional Siding and Trim Unit #1011 DB			\$8,331.44	Additional Siding and Trim
COR #180	Additional Siding and Trim Unit #1013 DB			\$2,616.51	Additional Siding and Trim
COR #181	Additional Siding and Trim Unit #1015 DB			\$5,436.21	Additional Siding and Trim
COR #182	Additional Siding and Trim Unit #1017 DB			\$4,801.31	Additional Siding and Trim
COR #183	Additional Siding and Trim Unit #1019 DB			\$8,071.65	Additional Siding and Trim
COR #184	Fence Repairs Unit #1017 AND 1019 DB			\$8,937.75	Additional Fence Repairs
COR #185	Fence Repairs Unit #1101 DB			\$4,851.17	Additional Fence Repairs

COR #186	Additional Siding and Trim Unit #1101 DB			\$2,955.08	Additional Siding and Trim
COR #187	Additional Siding and Trim Unit #905 DB Supplemental to COR#156			\$278.59	Additional Siding and Trim
COR #188	Additional Siding and Trim Unit #1013 DB Supplemental to COR#180			\$278.59	Additional Siding and Trim
COR #189	Additional Siding and Trim Unit #1011 DB Supplemental to COR#179			\$391.18	Additional Siding and Trim
COR #190	Permit Fees Round 3			\$3,398.69	Permit Fees
COR #191	Additional Siding and Trim Unit #1009 DB Supplemental to COR#172			\$391.75	Additional Siding and Trim
COR #192	Additional Siding and Trim Unit #1103 DB			\$4,053.91	Additional Siding and Trim
COR #193	Additional Siding and Trim Unit #1105 DB			\$553.62	Additional Siding and Trim
COR #194	Additional Siding and Trim Unit #1107 DB			\$2,780.08	Additional Siding and Trim
COR #195	Additional Siding and Trim Unit #1109 DB			\$6,063.15	Additional Siding and Trim

COR #196	Additional Siding and Trim Unit #1019 DB Supplemental to COR#183			\$2,899.34	Additional Siding and Trim
COR #197	Fence Repairs Unit #1107 DB			\$3,755.64	Additional Fence Repairs
COR #198	REMEDICATION INTERIOR DRYWALL Unit #1019 DB Supplemental to COR#196			\$2,955.38	REMEDICATION INTERIOR DRYWALL
COR #199	Additional Siding and Trim Unit #1015 DB Supplemental to COR#181			\$913.83	Additional Siding and Trim
COR #200	Additional Siding and Trim Unit #1017 DB Supplemental to COR#182			\$761.24	Additional Siding and Trim
COR #201	Additional Siding and Trim Unit #1019 DB Supplemental to COR#198			\$1,198.01	Additional Siding and Trim
COR #202	Additional Siding and Trim Unit #1111 DB			\$4,852.67	Additional Siding and Trim
COR #203	Additional Siding and Trim Unit #1113 DB			\$5,817.44	Additional Siding and Trim
COR #204	Additional Siding and Trim Unit #1431 Commons			\$2,680.64	Additional Siding and Trim
COR #205	Additional Siding and Trim Unit #1433 Commons			\$2,874.73	Additional Siding and Trim

COR #206	Fence Repairs Unit #1113 DB			\$6,604.23	Additional Fence Repairs
COR #207	Additional Siding and Trim Unit #1101 DB Supplemental to COR#186			\$1,304.24	Additional Siding and Trim
COR #208	Additional Siding and Trim Unit #1103 DB Supplemental to COR#192			\$2,374.86	Additional Siding and Trim
COR #209	Fence Repairs Unit #1101 and 1103 DB			\$3,686.65	Additional Fence Repairs
COR #210	Additional Siding and Trim Unit #1112 DB	\$1,900.63			Additional Siding and Trim
COR #211	Additional Siding and Trim Unit #1425 Commons	\$9,748.57			Additional Siding and Trim
COR #212	Additional Siding and Trim Unit #1425 Commons	\$4,921.56			Additional Siding and Trim
COR #213	Additional Siding and Trim Unit #1427 Commons	\$3,741.52			Additional Siding and Trim
COR #214	Fence Repairs Unit #1423 and 1427 Commons	\$11,342.84			Additional Fence Repairs
COR #215	Fence Repairs Unit #1009 DB	\$7,218.13			Additional Fence Repairs
COR #216	Additional Siding and Trim Unit #1105 DB Supplemental to COR#193	\$422.06			Additional Siding and Trim

<b>COR #217</b>	<b>Additional Siding and Trim Unit #1107 DB Supplemental to COR#194</b>	<b>\$589.29</b>			<b>Additional Siding and Trim</b>
<b>COR #218</b>	<b>Fence Repairs Unit #1105 DB</b>	<b>\$1,790.44</b>			<b>Additional Fence Repairs</b>
<b>TOTALS</b>		<b>\$41,675.04</b>	<b>\$18,710.08</b>	<b>\$606,843.96</b>	
<b>TOTAL ORIGINAL CONTRACT AMOUNT</b>				<b>\$822,857.00</b>	
<b>TOTAL ADJUSTED CONTRACT AMOUNT</b>				<b>\$1,429,700.96</b>	



## **August 2023 Work Order Report.pdf**



## Work Orders Nepenthe Association

<b>WO#:</b> 1164389	<b>Status:</b> Open	<b>Progress Code:</b>
<b>Unit/Common Area:</b> 709 Dunbarton Cir		<b>Category:</b> Landscape Request
<b>Date Created:</b> 08/31/2023	<b>Date Completed:</b>	<b>Vendor:</b>
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Please have Carson end someone to investigate this euonymus shrub. Since it was trimmed two weeks ago it has become infested with mites or some parasite which has cause leaves to lose their color and drop off. This was one of 5 planted last summer and doing quite well until recently. One other adjacent to this one is showing signs of some of the same infestation beginning. These plants are located on the north side of our house near the long leafed plant reported last week as being eaten by squirrels (?). As of today they have almost completely cut the whole plant down to the ground.		
<b>Notes:</b>		
<b>WO#:</b> 1163722	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> Landscape		<b>Category:</b> Irrigation
<b>Date Created:</b> 08/29/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Zone 2 Controller B Station 37 2282 Swarthmore Dr. – Eliminate Netafim lines Station 63 2271 Swarthmore Dr. – Repair (1) broken lateral rooted Zone 3 Controller C Station 2 1431 Dunbarton Cir. – Repair (2) broken Netafim Station 15 1007 Dunbarton Cir. – Repair (4) broken Netafim Station 17 1009 Dunbarton Cir. – Repair broken Netafim Station 22 903 Dunbarton Cir. – Replace (1) broken sprinkler roots Station 29 807 Dunbarton Cir. – Add emitters for (2) plants Zone 5 Controller E Station 40 1269 Vanderbilt Wy. – Replace (1) broken nozzle Station 42 1269 Vanderbilt Wy. – Add (3) emitter for 3 plants Station 86 903 Elmhurst Cir. – Repair (1) broken lateral in root infested area Zone 5 Controller F Station 30 510 Elmhurst Cir. – Repair broken Netafim Station 42 318 Elmhurst Cir. – Replace broken sprinkler Station 48 318 Elmhurst Cir. – Replace (2) rotary nozzles Zone 7 Controller G Station 1 1425 University Ave. – Replace (1) broken sprinkler Station 20 1539 University Ave. – Replace (2) leaking sprinklers Station 28 1593 University Ave. – Add (4) emitters to a tree		
<b>Notes:</b>		
<b>WO#:</b> 1162847	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> 709 Dunbarton Cir		<b>Category:</b> Pest Control
<b>Date Created:</b> 08/24/2023	<b>Date Completed:</b>	<b>Vendor:</b> PEST CONTROL CENTER
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>



**Work Orders**  
**Nepenthe Association**



## Work Orders Nepenthe Association

**Description:** Jeff Please see the picture of the moles. This area was treated couples months ago Thanks

**Notes:**

<b>WO#:</b> 1162396	<b>Status:</b> Open	<b>Progress Code:</b> Received
<b>Unit/Common Area:</b> 1118 Vanderbilt Way	<b>Category:</b> Landscape	
<b>Date Created:</b> 08/22/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.

**Schedule Completion Date:**

<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
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**Description:** Carson Please remove the dead maple tree and stump in front of 1118 Vanderbilt. Thanks

**Notes:**

<b>WO#:</b> 1162148	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> Landscape	<b>Category:</b> Landscaping	
<b>Date Created:</b> 08/22/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.

**Schedule Completion Date:**

<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
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**Description:** Carson The Board of Directors have approved the remediation for 14 locations, NTE: \$22435.00 Thanks

**Notes:**

<b>WO#:</b> 1160965	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> 708 Elmhurst Cir	<b>Category:</b> Tree Maintenance	
<b>Date Created:</b> 08/17/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.

**Schedule Completion Date:**

<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
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**Description:** Grove There is a broken branch by the west side of the house. This branch is against the window Homeowner would like the tree inspected Thanks

**Notes:**



## Work Orders Nepenthe Association

<b>WO#:</b> 1160048	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> 509 Elmhurst Cir		<b>Category:</b> Tree Maintenance
<b>Date Created:</b> 08/14/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Grove Please prune the tree in front of 509 Elmhurst thanks		
<b>Notes:</b>		
<hr/>		
<b>WO#:</b> 1159123	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> 1242 Vanderbilt Way		<b>Category:</b> Landscape
<b>Date Created:</b> 08/09/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Carson Prune 3 Cherry Laurel shrubs to provide view of the greenbelt from 1242. Thanks		
<b>Notes:</b>		
<hr/>		
<b>WO#:</b> 1158386	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> Landscape		<b>Category:</b> Tree Maintenance
<b>Date Created:</b> 08/07/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Grove The Board has approved the proposal on August 2nd for Zone 4 NTE: \$49165.00 Thanks		
<b>Notes:</b>		



## Work Orders Nepenthe Association

<b>WO#:</b> 1158383	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> Landscape		<b>Category:</b> Tree Maintenance
<b>Date Created:</b> 08/07/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Grove The Board has approved the tree work proposal for Zone 3 on August 2nd NTE: \$56090.00. Thanks		
<b>Notes:</b>		
<hr/>		
<b>WO#:</b> 1156808	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> 1019 Dunbarton Cir		<b>Category:</b> Pest Control
<b>Date Created:</b> 08/01/2023	<b>Date Completed:</b>	<b>Vendor:</b> PEST CONTROL CENTER
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Pest Control, Termites located on the back patio. Requires to be done so siding repair can be finished.		
<b>Notes:</b>		
<hr/>		
<b>WO#:</b> 1156749	<b>Status:</b> Open	<b>Progress Code:</b> Received
<b>Unit/Common Area:</b> Zone 6 Landscape		<b>Category:</b> Tree Maintenance
<b>Date Created:</b> 08/01/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Please pick up downed tree branch in Zone 6 at 616 Elmhurst Circle.		
<b>Notes:</b>		



## Work Orders Nepenthe Association

<b>WO#:</b> 1156496	<b>Status:</b> Open	<b>Progress Code:</b> Request Sent
<b>Unit/Common Area:</b> 1533 University Ave		<b>Category:</b> Tree Evaluation
<b>Date Created:</b> 07/31/2023	<b>Date Completed:</b>	<b>Vendor:</b> *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>		
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b>	Grove. There is four red wood trees by homeowners garage that she believes are dying. Please inspect and contact office with the updte.	
<b>Notes:</b>		

# **Architectural Review Committee Minutes August 2023.pdf**



**NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES**  
**Thursday, August 10, 2023**

August 10, 2023, Thursday, at 5:30 pm, conducted in person only.

**Members present:** Alan Watters, chairperson; Allen Davenport; Ken Luttrell; Paul Serafidimis; Shelby Drayton.

**Members absent:** Lee Blachowicz.

**Also present:** Markus Dascher, Board Liaison; Mark Schaeffer.

Meeting was convened at 5:30 pm. Paul Serafidimis was acting as secretary.

**A. Introductions.** Homeowner Mark Schaeffer was in attendance to discuss his application.

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

**B.1. Homeowner requests voted on and submitted to the Board on August 2, 2023 for approval but too late for inclusion in July's Minutes:**

**1. 804 Dunbarton Circle** – An attic exhaust fan installation is requested in this 5500 model. This proposal is in keeping with the rules in the “Guidelines for Home Improvement.” Requested is the installation of a QuietCool 2940 CFM 2-Speed Gable-Mount Attic Fan attic exhaust fan mounted in the garage attic onto the back (SW) wall of the garage and centered over the kitchen roof below it. Two vents are to be installed in the garage walls: a Master Flow 19.25” x 19.25” Square White Aluminum Automatic-shutter Gable Louver Vent just in front of the exhaust fan itself and on the adjoining (SE) wall a Novik 18” x 24” Polypropylene White Rectangular Vent. Both louver vents will be painted to match the paint on the siding. Installer is to be general contractor Kevin Clara. Voting was conducted by email on July 28 with a majority of members responding voting for approval. The application was presented to the Board at its meeting on August 2, 2023, when it was approved. **Already Approved by Board.**

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

**1. 1623 University Avenue** – Fence modification is requested for this 7700 model. The homeowners report an ongoing problem with finding rattlesnakes in their backyard. They request permission to hire a specialist who will install a 48”-wide metal mesh along the bottom of the fence for its entire roughly 60-ft. length, buried to a depth of 12” below the ground level and extending upwards 36” and affixed to the fence. They are requesting that the mesh be installed on the outside of the fence. Following installation this mesh will be painted to match the fence color. The contractor is to be Snake Fencing, Inc. The Architectural Review Committee has not authority to approve changes to fences (outside of HVAC accommodations), so it can only offer an advisory vote to the Board.

**Approval Recommended with Condition. The installation of the mesh screen will be installed on the exterior of the fence as recommended by the installing contractor. Homeowner is responsible for removing screen when a repair or maintenance is required of the fence. Markus suggested that Paul Reeves (HOA Project Manager) inspect the existing fence to evaluate condition prior to installation of the screen.**

2. **1403 Commons Drive** – In this 2200 model, requested is the replacement of the HVAC system and a fence relocation to accommodate the new outdoor unit. Install a Mitsubishi Electric SVZ air handler (SVZ-KP36NA) and outdoor unit (SUZ-KA36NA2). The homeowners are requesting to move the fence to enclose the new system within the backyard fence. The outdoor unit is to be located about 3 feet to the west of the original location. A new refrigerant line set and new wiring are to be run inside the garage up the attic, etc. The contractor is to be Sierra Pacific. The requested extension of the east fence section eastward toward the alley by 4.5 feet is timed so that the construction can be accomplished when the HOA’s own fence contractor, Critical Path Reconstruction, will work on the fence in about two months. The fence extension would be at the homeowners’ cost. One bush would need to be removed to accommodate the extension. Markus mentioned that the Board of Directors is leaning toward generally allowing fence extensions for the purpose of concealing HVAC units. For about twenty years, it has been Nepenthe policy to prefer keeping the outdoor condenser in its more-or-less original location by moving the fence out somewhat. Two votes were taken, separating the voting approval of the HVAC replacement from the recommendation about the fence. **Approval Recommended for HVAC Replacement**, by unanimous vote. **Approval Recommended for Fence Extension**. Vote for fence extension was: 4 – Yes, 1 – No.
  
3. **1149 Vanderbilt Way** – Windows replacement is requested for this 3000 model. All seven windows and two patio sliders are to be replaced with Milgard Tuscan dual-paned, vinyl-framed windows in the “Bronze” exterior color. The contractor is to be The Glass Shop, of Galt. The contractor and product were chosen by Nepenthe’s reconstruction contractor Dry Creek Construction. (Chair Watters recused himself from voting on this application.) **Approval Recommended**.
  
4. **1569 University Avenue** – In this 7700 model, requested are two Velux skylights. Requested is the installation of two 1 25 1/2” x 49 1/2” low-E, clear-glass, fixed, curb-mounted (FCM 2246 0004) Velux skylights in the living room ceiling on either side of the chimney. Nepenthe’s Roof Penetration Policy would apply: “The applicant will be responsible for any moisture penetration damage caused by these installations.” The contractor is to be Snook Skylights and Roofing. This product and this contractor were approved previously by the ARC in April and June, 2023 and April and October, 2021. Post-meeting approval: Voting was conducted by email on August 22 with all five members responding and voting in the affirmative. **Approval Recommended with Conditions: If the**

**load-carrying capacity of any roof rafters, trusses or truss top chords were to be compromised by damage caused during this installation, the capacity of said element(s) shall be restored to an appropriate level. The homeowner will be required to provide evidence to the Association office that they have applied for a permit before they start installation, and that after installation is completed, they shall provide the final approved permit, with the final inspection report, to the Association office.**

5. **322 Elmhurst Circle** – Windows replacement in this 2200 model. Replace all windows and patio doors (9) with Anderson 100S windows and patio doors, via new installation method, in the Dark Bronze color. The notes from contractor Halls indicate that this windows replacement will be identical to that done at 324 Elmhurst in 2017 – same product, same house model, same contractor. This installation Allowable configuration change: the living room window and master bedroom will have vertical divisions  $\frac{1}{4}/\frac{1}{2}/\frac{1}{4}$ . An exception to the criteria requiring sliding windows is that the tall vertical window in the master bedroom that has a single-hung window original to this model will receive a single-hung window. Contractor to be Hall's. Post-meeting approval: Voting was conducted by email on August 25 and 26 with all five members responding and voting for approval. **Approval Recommended.**

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

1. **708 Elmhurst Circle** – Emergency HVAC system replacement is requested in this 2300 Model. Install an American Standard split-system heat pump and air handler. The heat pump is to be located in the original location. The refrigerant line set is to be re-used, and no new wiring is to be installed over the siding. The contractor is to be Clarke & Rush. Pre-meeting approval: Voting was conducted by email on July 28 and 29 with a majority of five members responding and voting for approval. **Emergency Approval granted July 30, 2023.**
2. **1260 Vanderbilt Way** – Emergency HVAC system replacement is requested in this 7000F Model. Requested is the install a Trane XR 17 17-SEER, 2-stage split-system heat pump (model T4TWR7036B1000D) and a Trane air handler. The heat pump is to be located near the original location: it needs to be moved away from the exterior wall a certain distance. Permission is sought to move a six-foot-long section of fence 30" further away from the wall, to accommodate the extra amount of clearance the new heat pump needs for proper air circulation. The refrigerant line set is to be re-used, and no new wiring is to be installed over the siding. The contractor is to be Air Cool Heating & Cooling. Post-meeting approval: Voting was conducted by email on August 11-14 with four members responding and voting in the affirmative. **Emergency Approval granted August 13, 2023 with the Condition that the fence may be moved outward up to 36 inches from its original location.**

**B.2.B. Homeowner Requests Not Recommended for Approval:** none.

**C. Old Business:**

1. **Updating the ARC “Rules” and associated forms :** a “red line” draft version of the new rules document and an explanation has been submitted to our attorney, after which the draft will be presented to the homeowners for comment.

**D. New Business:**

1. (Post-Meeting): Ken Luttrell has volunteered to act as secretary at September’s meeting.
2. (Post-Meeting): Member Shelby Drayton has regretfully informed us that she must resign from this committee. We thank her for her contributions.

**E. Estoppel Inspections:** Alan has performed several.

**F. Notices of Completion:** Alan signed several.

Meeting adjourned at 6:22 pm.

Respectfully submitted, Alan Watters, A.R.C. chair

## **Grounds Committee Meeting Minutes August 2023.pdf**

## Grounds Committee Meeting Minutes

August 17, 2023 @ 3:00 PM

Nepenthe Clubhouse

### Members Present

Pam Livingston, Chair & Zone 4 Steward

Jim Shaw, Co-Chair & Zone 2 Steward

Rick Lawrance, Zone 1

Theresa McCrackin, Zone 1

Diane Durawa, Zone 2

Joleen Hecht Zone 3

Lisa Tafoya, Zone 3

Kathryn Schmid, Zone 4

Jean Dascher, Zone 5

Don Ellwanger, Zone 5

Joan Trotta, Zone 6

Kathy Waugh, Zone 6

### Also Present

Christina George, Board Liaison,

Dusty Favichia, General Manager

Oscar Lopez, Carson

Paul Dubois, Grove

### Homeowners Present

Linda Cook, Dan Durawa

## AGENDA ITEMS

**Pam** called the meeting to order at 3:00pm.

### Minutes of Committee Meeting July 20, 2023

**Rick** made a motion to approve and was seconded by **Jim**. **Motion Passed.**

**Abstention: Kathy, Joleen & Lisa**

### Carson Update

- Insect/Fungus spraying is scheduled for the end of August
- Watering schedule is still 4 days a week for turf, Netafim & drip.
- Weed spraying is scheduled for October.
- Deep root watering is scheduled for November
- Irrigation Evaluations have been completed in zones 1,2,3,4,5. In process in zones 6&7
- Renovation of the 17 storm damaged stump sites, as approved by the Board, is in process and will be completed end of August. Sod installation will be completed September 11<sup>th</sup> and 12<sup>th</sup> because of the water shutoff due to asphalt repairs
- Zone Pruning rotation will start again in zone 1.

### Grove Tree Report

**Paul** reviewed the Zone 5 Tree Report. He showed photos of the trees listed in the report and explained the reasoning for recommendation of each.

Here are Paul's comments to the committee regarding tree maintenance and care:

- The goal with the zone tree walks is to assess the trees year to year and get a closer look at the overall health of the trees in the community and to prescribe work to trees that will reduce tree failure and promote healthy growth that will hold for several years. In 2023, in part due to the severe storm, and in part to the number of trees in need of attention, the zone walks have addressed more trees than in years past.
- The reduction of redwood co-dominate tops is only done once on these trees. This is a one-time cost to Nepenthe. In other cases, with weight reduction pruning on the cedars trees, the amount of work needed and done to the trees this year will hold in some cases 5-7 years before the trees need to be addressed again due to growth rates and in some cases that may hold longer, and in either case the next pruning won't need to be as severe.
- The long game plan for the trees in Nepenthe is to address the trees now and get them to a point where they require less heavy work year to year and ultimately reduce the future cost of tree care.
- In 2018-2019 Grove did aggressive pruning on some liquidambar trees in the community. These trees were dropping lots of limbs and causing additional costs to Nepenthe so they did heavy reduction pruning throughout the canopy reducing height and weight and the trees they addressed in that way have not had a limb failure and the trees have not had a need for additional pruning.
- Not all the trees can withstand this heavy pruning. The appropriate care would depend on tree species and keeping in mind the health of the tree and aesthetics.
- The cost of tree care will reduce as more trees are pruned in a way to make future pruning less aggressive. The trees hold for several years at a time between pruning and helps to reduce the potential for tree failure and emergency service

#### **Grove Proposal**

**Zone 5 Tree Proposal - \$56,170:** Jean moved and Jim seconded that the committee recommend the Board approve the proposal. The motion carried unanimously.

**Zone 6 Tree Walk** is scheduled for August 29 at 9am

**Adjourned 4:30 pm**

## **ILS Committee Meeting Minutes August 2023.pdf**



1. Property and Liability Insurance: Last month the committee estimated our insurance might increase about 8%. That was before we saw our P & C Loss Report. Because of the January storm and one other large fire loss, our 5 year loss ratio is about 200%. We now expect the insurance to increase about 20% or more when it renews. Because of market conditions, we will be lucky if it only increases by that much. ( Loss Report attached )
2. Flood Insurance: NFIP Flood Insurance is also expected to increase when it renews in December.
3. Elmhurst and Dunbarton Pool Fencing: Leslie Arnal conducted a physical inspection of the pools and provided recommendations to improve security. The recommendations will be provided to the board and First Services for consideration. ( Copy attached )
4. CPR Classes & Defibrillators: This was a continued discussion from our last meeting. The committee feels the board should consult with our attorney regarding any additional liability exposure if we purchase defibrillators, but do not train how to use or maintain the equipment.

Next meeting scheduled for Tuesday, September 12<sup>th</sup>.

# Claim Summary Report by Policy

Data Available From: 10/01/2018 To: 08/08/2023

5044453  
 EPENTHE ASSOCIATION  
 241 LAGUNA CANYON RD C/O FIRSTSERVICE  
 VINE CA 92618

Company: Truck Insurance Exchange  
 Agency Name: Richard James Russo  
 Valuation Date: 08/08/2023

Date Range Selection: 01/01/2018 - 08/08/2023

## Commercial Multi-Peril

Claim Count	Losses Paid	Reserves	Gross Incurred	Expenses	Recoveries	Net Incurred
3	\$924,053.63	\$153,654.37	\$1,077,708.00	\$0.00	\$4,725.31	\$1,082,433.31
0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	\$924,053.63	\$153,654.37	\$1,077,708.00	\$0.00	\$4,725.31	\$1,082,433.31

# Claim Detail Report by Policy - P&C

Data Available From: 10/01/2018 To: 08/08/2023

5044453

PENTHE ASSOCIATION

Company: Truck Insurance Exchange

241 LAGUNA CANYON RD C/O FIRSTSERVICE

Agency Name: Richard James Russo

Valuation Date: 08/08/2023

VINE CA 92618

Date Range Selection: 01/01/2018 - 08/08/2023

## Commercial Multi-Peril

Claim Number	Date of Loss	Claim Status	Claim Type	Net Incurred
KB063330	06/02/2023	Open	Commercial Property	\$159,725.31
J9107264	12/31/2022	Closed Without Pay	Commercial Property	\$0.00
J9218279	12/31/2022	Open	Commercial Property	\$922,708.00
JX011621	01/27/2021	Closed Without Pay	Commercial Property	\$0.00
JW920294	01/26/2021	Closed Without Pay	Commercial Property	\$0.00
JW911256	01/26/2021	Closed Without Pay	Commercial Property	\$0.00
JV253892	06/05/2020	Closed Without Pay	Commercial Non Auto Liability	\$0.00
JW358755	05/14/2020	Closed Without Pay	Commercial Property	\$0.00
JS653446	07/22/2019	Closed Without Pay	Commercial Non Auto Liability	\$0.00
				<b>\$1,082,433.31</b>

2. Physically looked at pools and explored means of getting in.
3. Called Horizon Fencing for an estimate appointment. Met with estimator. No further action.

Thoughts so far:

1. The Elmhurst pool has a ready means of access over the air conditioning unit which is outside the pool equipment area. The pool equipment has a wooden fence around it. I recommend that the fence around the pool equipment be made taller - 8 feet tall at minimum.
2. The Dunbarten pool begs to be breached. The metal fence stands on top of masonry fence. You can use the masonry fence to jump over the metal fence. Anecdotally, this appears to be the pool that is breached the most.
3. The gates are readily breachable. You can get in them by jumping over them (eye witness), using a broom to open them up from the inside (eye witness and my brother did it) or using a hanger to open up from the outside (my brother did it).  
Options:
  - Harden the gates by expanding fillers (mesh) to prevent use of brooms and use of horizontal bars as handles. The gates currently have mesh, but it should be widened on both sides. Also, mesh should be soldered to the top of the gates to prevent grabbing the tops of the gates. The fencing contractor may have other or better ideas.
4. The 6 foot fencing is readily breachable. You can get in by jumping over it (eye witness). Options:
  - Raise the metal fence all around, by installing “spears” (see fence recently installed on Howe Avenue);
  - Install speared extensions that angle out.
5. The security service should go by each pool at closing (10:00 p.m.) and roust out any people who are there after hours. Ideally, this would happen again sometime

2. Have First Services work with the company that installed the current fence and schedule an appointment with their estimator, focusing on the following:
  - Hardening the gates themselves.
  - Looking at the Dunbarton pool for recommendations as to how that pool can be made more secure.
3. Defer on installing speared extensions on the top of all fencing until we see how the foregoing improvements work.

**Outreach Committee Meeting Minutes August 2023.pdf**

**Nepenthe Outreach Committee Meeting Minutes**  
**August 9, 2023**  
**4:00PM**  
**Nepenthe Clubhouse**

**Present:**

Gerry Gelfand  
Nancy Arndorfer  
Theresa McCrackin  
Bonnie Jacobsen  
Joan Barrett, Secretary  
Cheryl Nelson, Board Liaison

**Not Present:**

Marcy Best, Chair  
Joyce Earl  
Hallie Henle  
Ann Bennett  
Marie-Louise Nelson Graves  
Pat Furukawa  
Carol Duke  
Jan Beale

The meeting was called to order at 4:04PM by acting chair, **Gerry Gelfand**, in **Marcy Best's** absence.

The minutes from the July 12th, 2023 meeting were accepted unanimously as written,

**Old Business**

**Hallie** sent an email with an opinion about the content of the Homeowner's Forum based on the latest revision of the Outreach Committee's charter. That previous board omitted the previous charter's mandate that the Outreach Committee arrange a Forum

to remind residents of the Nepenthe CC&R's and the current language only relates to the various committees. Her stated opinion is that presenting such a forum would be problematic. A discussion followed in which the attending members felt that the CC&Rs is an important topic. It was suggested that articles in the newsletter highlighting the most misunderstood aspects could alleviate the problems that arise from those misunderstandings.

### **New Residents**

**Hallie** reported that there are 2 new homeowners in Nepenthe this month that received welcome packets.

### **Treasurer's Report**

The report was tabled due to **Marcy's** absence as she has been working with the staff to develop a system by which volunteers are paid in a more timely manner. **Bonnie J** said that she has expenses from the 4th of July event that remain unpaid.

### **Rock Painting Workshop**

**Bonnie** reported that 12 people participated in the event which went well and created a fun atmosphere. She said that Izumi would be willing to teach another class closer to the Holidays.

### **Bingo Night**

**Bonnie** said that have been no changes to the evening, she and **Marcy** will shop for prizes.

**Jazz at the Pool** in September is on track for another resident musician playing soft rock, per previous information from **Marcy**

### **New Business**

#### **Halloween**

**Cheryl** said that the Hayride is on for October 28th this year.

A Decoration Committee was declared to consist of **Bonnie, Cheryl, Joan and Marcy.**

**Nancy** will seek sponsors again this year.

#### **Holiday Party**

The ability to present a no-charge Holiday Party was discussed and the consensus was that we need a budget but there is no reason at this point to think that the goal is not attainable. **Theresa** and **Bonnie** are the first to volunteer to assist with the party plans.

During the meeting it was discovered that the Nepenthe General Calendar does not have any of our event dates listed. **Theresa** said that she would generate a list of dates as far out as we currently know it to protect our dates and work with the staff to ensure that we have the clubhouse reserved for the dates we require.



Ticketing for the event was discussed with no resolution at this time.

**New York New Years Eve**

A short discussion about the event occurred with no resolution at this meeting

Meeting adjourned at 5:14PM by the acting Chairperson, **Gerry**.

Respectfully submitted,

Joan Barrett

Secretary

**Information to the Board**

The Outreach Committee has no information for 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, September 13, 2023 at 4:00PM - Nepenthe Clubhouse.**

**1207 Vanderbilt RE Landscaping\_August 25, 2023.pdf**

August 25, 2023

Board of Directors  
Nepenthe HOA  
1131 Commons Drive  
Sacramento, CA 95825

Directors,

We write to request mitigation to the recent landscape installation located adjacent to our home at 1207 Vanderbilt Way. As a picture is worth a thousand words I direct you to the attached photographs. There is no other place in Nepenthe or Campus Commons where such a radical and dramatic departure from the verdant woodland-like esthetic of this wonderful neighborhood has been undertaken. Other recent installations (see attached photos) are lovely and consistent with the unique and soothing green spaces that are a hallmark of this treasured community. It should be noted that many of those are on through streets.

Most neighbors on this small side street are appalled by this deviation. Even the one resident questioned while walking by that said they “don’t mind it” agreed that there are “a lot of rocks.” A number have commented that it reminds them of living in “the desert” or one from “when I lived in New Mexico.” Aside from the rather jarring view from the street this particular greenbelt features an earlier installed lovely rock ‘streambed’ that charmingly meanders two thirds of the way down to now end, abruptly, in a harsh desert like rock filled landscape. “Awful”, “an eyesore”, “unfortunate”, “hideous” are among comments offered. Personally, we loathe it and are forced to view it each time we descend our stairway. We support and endorse the concept of water wise landscaping and xeriscaping. This is not that, what with camellias and magnolias sitting incongruously in a rock bed. Further maturation of the selected plants will never sufficiently grow to diminish the vast rock expanse.

Understandably HOA regulations prohibit residents from doing even the slightest alteration of the plant material adjoining their property in order to keep the consistency of the neighborhood in design and plant selection. This has frustrated many through the years but it is an accepted part of living here. Yet without consultation, or opportunity to comment, this stark deviation in design was imposed upon us. This strikes us as a violation of accepted principles of the community and a serious affront to our sensibilities. And, to emphasize again, this is the ONLY area in the entire neighborhood with such a harsh landscape.

We have ideas for mitigation to this installation. It is not the Board’s responsibility to be involved in such decisions. We respectfully request an ad hoc neighbor included committee be formed to address this truly distressing situation.

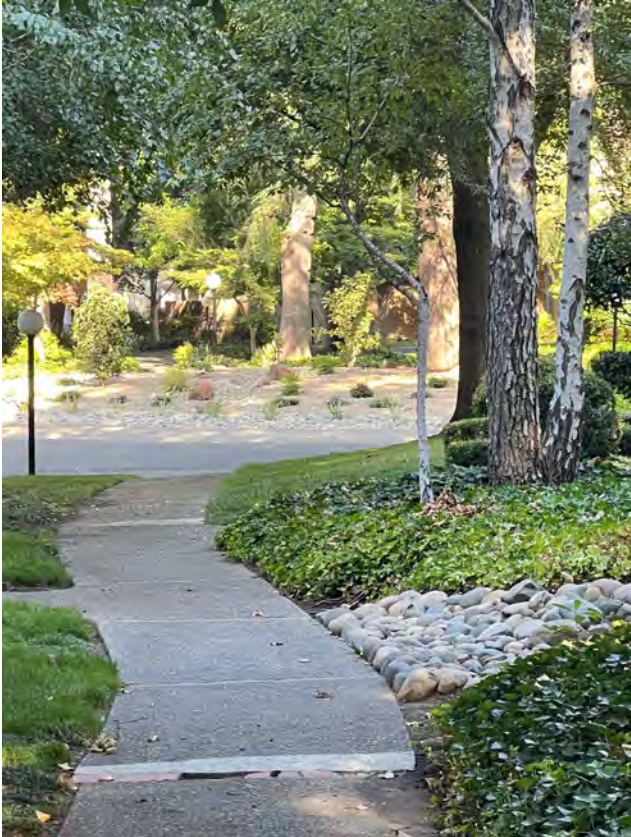
Please note this is our first step in seeking redress for this circumstance.

Respectfully,  
Anne and Richard Marder

**View from 1207 Vanderbilt - Stairwell**



**Views from Vanderbilt Greenbelt**



**Views from Vanderbilt Circle**



**Some other recent Nepenthe landscaping work (some photos contributed by 2 other neighbors)**



**Other Vanderbilt Way site (main T)**



**Interior Vanderbilt/Elmhurst**



**Commons Drive**



**Dunbarton Circle**

**Visual Commentary – Vanderbilt Circle Artists**

**Note: Where else in Campus Commons / Nepenthe would these pieces fit at all, let alone so very well?**





**1231 Vanderbilt RE Landscaping\_August 26, 2023.pdf**

August 26,2023

Board of Directors  
Nepenthe HOA

Directors:

It was call to my attention by my neighbors the ground replanting off Vanderbilt circle is a significant change from usual landscaping locally. It is very similar to desert landscaping in our Palm desert home. The plants replaced in front of our house also appear to be desert plants. Perhaps it would be desirable to consult the involved homes and get mutual agreement and prevent these concerns before they happen.



Ernest e Johnson  
1231 vanderbilt way

**1179 Vanderbilt RE Landscaping\_August 27, 2023.pdf**

Board of Directors Nepenthe HOA  
1131 Commons Drive  
Sacramento, CA 95825

August 27, 2023

To the Board of Directors or to whom it may concern,

My wife and I are writing regarding the recent landscaping project following a felled tree this past winter performed adjacent to our property at 1179 Vanderbilt Way. We are specifically requesting a forum or opportunity to discuss the project and the decisions that went into what we see as an abhorrent construction of a landscaping project that ultimately effects not only our property, our neighboring properties, and ultimately anyone who utilizes the pathways and sidewalk surrounding this project. We are seeking mitigation and some constructive corrections to what has been done for the overall benefit of those who live in and pass through this portion of the community.

We have been in communication with those who live in this cul-de-sac and collectively there is a lot of confusion and disappointment around what has been done and I believe others have taken action in reaching out to this board to express their disappointment and have additionally called for action to correct the poor decisions surrounding this project.

Specifically at issue with the project is the large deposit of gravel surrounding the sparse plantings and rock creek that meanders through the median of the once greenbelt. We are one hundred percent behind water saving landscaping and were optimistic about the layout and construction of the space as it began. Up until the decision to cover the area in gravel, rather than utilizing a much more aesthetic and healthier (for the soil, the plants and those who live in the vicinity) material such as mulch or wood chips, we were excited to watch Carson work so diligently to transform the barren space left from the removal of the tree that once was there.

The issue of the massive deposit of gravel is not limited to the following concerns:

1. There are safety issues with small stones finding their way onto the pathways / sidewalk for ingress and egress to other units, walking pets, or utilizing the pool. As you are aware, a number of residents utilize mobility devices to get around and this construction has created a fall hazard. Additionally, we know this first hand, landscapers with blowers and animals (turkey and canine) get into gravel and spread it around onto sidewalks and pathways.
2. Landscapers utilize power equipment, from blowers to line trimmers and mowers etc. and the susceptibility of a stone becoming a projectile into a resident's window, parked car or hitting a person walking by while landscapers are working is a real concern.
3. Our living room and master bedroom windows face due South at the gravel quarry and the blaring light and heat coming off of the "rock scaping" is real and a

real concern particularly in late Summer and Fall as the Sun moves South this time of year. On a typical summer or early Fall day, with temperatures above 90 degrees, the reflective surface temperature of this gravel can exceed 120 degrees causing a safety issue for any animal, child or adult who walks on it and more importantly blasting heat into the windows and sides of our house and anyone else's home who lives around the gravel depot.

4. A quick google search surrounding xeriscaping and the use of excessive gravel in construction points to a number of problems with this approach to water saving landscaping including excessive soil compaction, that gravel tends to reflect rather than absorb the heat in these areas. The reflected heat will add stress to the plants that are planted in the graveled area ( i.e. those plants are not going to survive). Additionally, other reasons not to use large amounts of gravel in a xeriscape landscape is that what heat is not reflected from the surface of the gravel will be absorbed by it and then released long after the sun has gone down. This will have the effect of continually baking the roots of any plants that are planted within these gravel areas.
5. Organic mulches will absorb the heat and safely pass it through to the underlying soil. This will have the overall effect of keeping the soil temperature at a constant, cooler level. Also, the organic mulch will eventually break down and add to the nutrients of the soil, while still allowing water and other nutrients to find their way into the soil.

We feel that the construction of this landscape project is not in line with what has been done in other areas of the community, is poorly designed in the inclusion of such a large component of gravel for the aforementioned reasons, and believe the Board and the Landscape Committee is required to explain their rational for these decisions and consider what remediation is necessary to correct it and implement those actions immediately.

We request and welcome the opportunity to address this issue at the next board meeting and are willing to join our neighbors in taking whatever steps are needed to resolve these issues.

Regards, and signed

Dave and Errica Jablonsky, 1179 Vanderbilt Way

**1281 Vanderbilt RE Landscaping\_August 28, 2023.pdf**

**Dusty Favichia**

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**Subject:**

FW: Vanderbilt Circle Landscape Remediation

**From:** Pamela Sechrist <[REDACTED]>

**Sent:** Monday, August 28, 2023 9:28 PM

**To:** Nirmal Dhesi <[Nirmal.Dhesi@fsresidential.com](mailto:Nirmal.Dhesi@fsresidential.com)>; Markus <[REDACTED]> <[REDACTED]>

**Subject:** Vanderbilt Circle Landscape Remediation

Dear Nepenthe Board:

I am writing to voice my displeasure with the recent landscape remediation on Vanderbilt Circle. The choice of landscaping (desert rock quarry) does not look appropriate in Nepenthe's beautiful, green, plantings which are normally surrounded with natural bark. The choice of desert plants along with magnolia and camellia plants were an incongruous choice.

The huge amount of rock around the redwood trees also looks terrible. Hope they will replace the azaleas which were removed with something new.

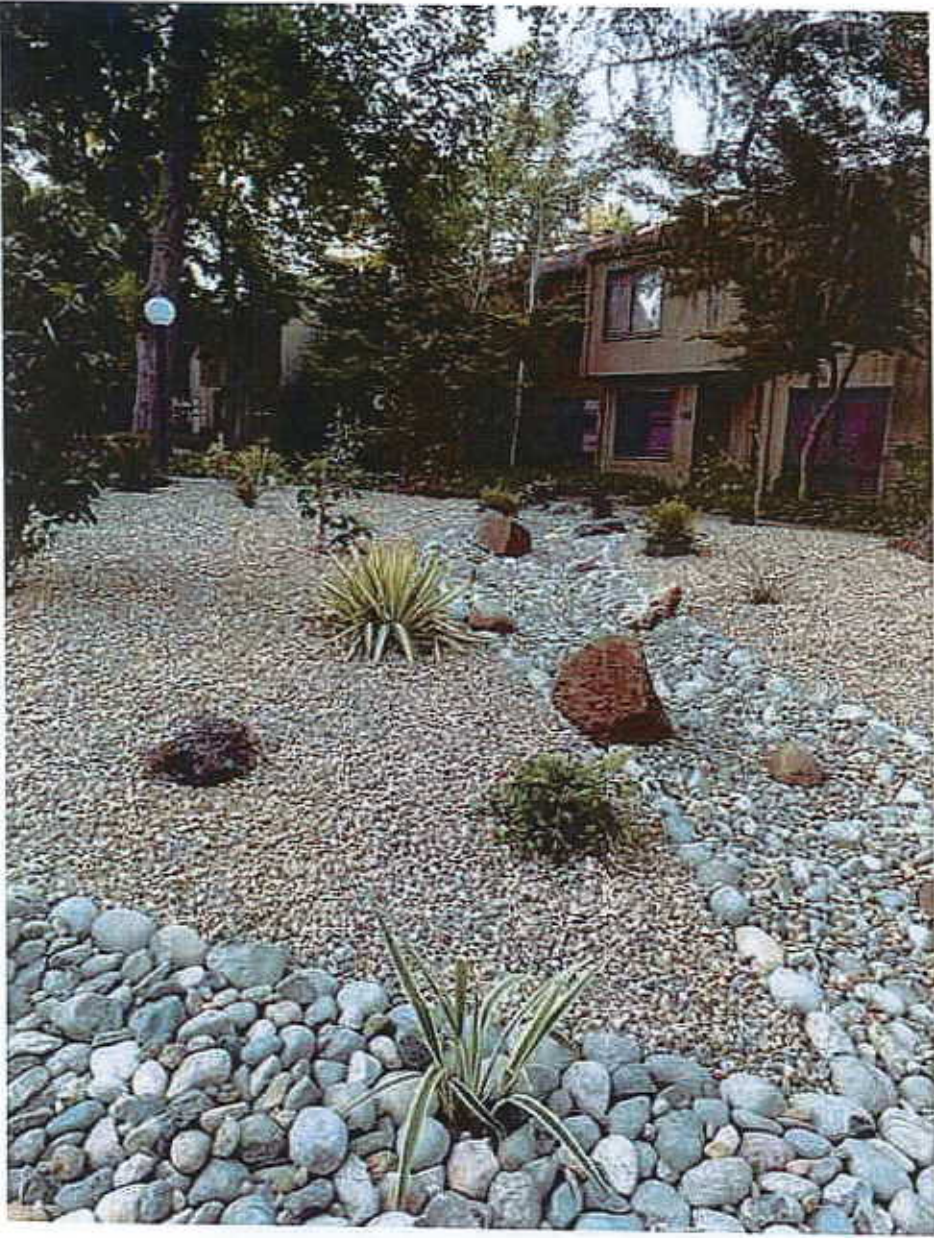
I'm attaching some photos of recent landscaped areas nearby which look quite nice with bark. Why wasn't some bark included in the Vanderbilt circle remediation?

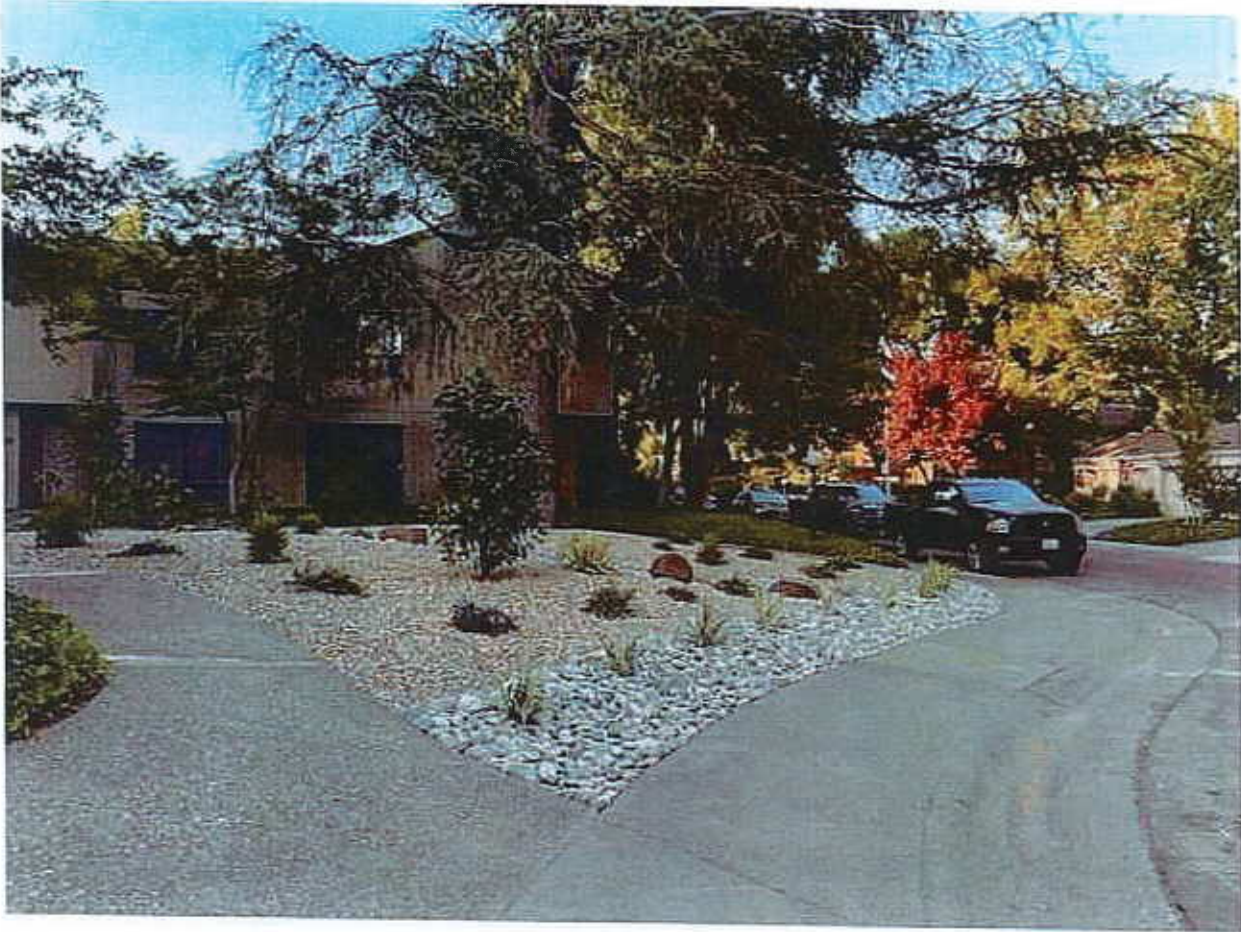












M



I would like to have my letter included in the Board packet for the upcoming Board Meeting.

Thank you,  
🌳 Pam Sechrist  
1281 Vanderbilt Way

**1207 Vanderbilt RE Landscaping\_August 30, 2023.pdf**

## Dusty Favichia

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**From:** Richard Marder [REDACTED]  
**Sent:** Wednesday, August 30, 2023 5:16 AM  
**To:** Dusty Favichia  
**Subject:** Landscaping Problem

You don't often get email from ramarder@ucdavis.edu. [Learn why this is important](#)

To the Nepenthe Board,

As the owner of two units on Vanderbilt, I am seeking the minutes, notes, consultations, and consent agenda of the Board relating to the insurance settlement for the common areas damaged by the winter storms, the dispensation of said funds, and the decision making process to reconstitute the damaged areas. As of this moment, this appears to have been a closed process, not open for public discourse before implementation.

This covert decision was not in the interest of the affected homeowners, who were neither advised nor consulted regarding the replanting. The area on Vanderbilt Circle has been replanted in a completely different manner from the other areas in Nepenthe that were simultaneously planted and covered with mulch, not boulders and rocks. While I support mitigation of watering, the assemblage of boulders and pebbles front and center of my unit is desert-like and is patently different from the other damaged areas that were replanted and resembles nothing else in Nepenthe, which advertises on its home page as a place to "come and walk the miles of pathways meandering throughout Nepenthe's heavily wooded and beautifully landscaped grounds."

As I walk down Elmhurst Circle early in the morning with my dogs, I see nothing but vast expanses of greenery, no boulders or rocks in sight, and water cascading into the street from its heavy watering. It is significant as well that a large Magnolia on the spur off Elmhurst had to be recently replaced. This was achieved with beautiful Crepe Myrtles, not a harsh, desert-like pile of rocks and pebbles as has been effected in Vanderbilt Circle.

I would prefer an amicable resolution of this matter. If, however, you decline to alter the landscaping, I would ask that the information I am requesting be made available no later than 3 weeks from receipt of this letter. If not, then I will pursue legal redress to obtain those records and recoup the decline in value of my property as I have been informed by two realtors.

Sincerely,  
Richard A Marder, MD  
Sports Medicine and Arthroscopy  
Professor  
Department of Orthopaedic Surgery  
UC Davis School of Medicine  
[REDACTED]

916-734-5500



**UC DAVIS**  
**A G G I E S**

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# **Open Session Packet\_Mickel\_September 2023.pdf**

**Date:** August 31, 2023

**To:** Nepenthe Board of Directors

**From:** Dr. Amy Mickel, Homeowner, 12 Adelphi Court

**Re:** Follow-up: Removal of juniper trees/shrubs along east side of tennis/pickleball courts

Again, I would like to express my gratitude for your commitment to serving the Nepenthe HOA Community. The purpose of this correspondence is to follow-up on questions posed to the Board.

In a letter dated June 27, 2023, three homeowners (Amy Mickel, Paula Conner, and Nancy Martin-Wilton) raised three questions (see attached). These questions were also verbally posed to the Board members in the July 2023 Open Session meeting. Response to these questions were included in the August 2023 Open Session packet (see attached). The Board's responses have initiated a number of follow-up questions for each of the original questions.

### Original Question 1: What is the Board planning to do along the fence?

**Board's written response:** *"This month, the Board will be reviewing/voting on a second proposal for further remediation in this area. Additionally, wind screens have been ordered and will be placed along the court fence."*

When I asked the office for the plan, I was shown a work order which included putting down rocks and planting 10 Nandina shrubs. This work has been completed, and the shrubs are planted along a small portion of the fence at the southeast corner. A windscreen has been put up along the pickleball courts. These efforts are much appreciated. When asked about the next phase of the plan, the office staff did not know of any additional plans.

#### **Follow-up questions:**

- ***What is the plan for plantings along the rest of the fence line?***
- ***When will the windscreen along the remaining portion of the fence line (next to tennis courts) be installed?***

### Original Question 2: Which meeting did the current Board overturn the previous Board's decision?

**Board's written response:** *"Based upon that report [Ad Hoc Sports Courts Committee], at the May 3, 2023 Executive meeting the Board approved the removal of the trees."*

**Follow-up question:**

- ***Why did the Board approve the removal of trees in an Executive Session and not discuss the report at the May 3, 2023 Open Session?***

The Board's proposed resolution at the April 2023 session meeting was:

*"The Directors appoint Christina George, Susan Timmer and Peter Klein to serve as the ad hoc committee. Report to be reviewed at the next Open Session on May 3, 2023"* (see attached).

Moreover, California Civil Code 4935(a) states that only the following items should be addressed in Executive Sessions:

- Litigation
- Matters relating to formation of contract with third parties
- Member Discipline
- Personnel matters

**Observation:** There were two decisions to be made. The first decision should have been discussed in Open Session (i.e., should the trees and shrubs be removed?). After discussion in an Open Session, if the Board's decision was "yes, remove the trees" then the next decision could/should be made in Executive Session (i.e., with whom should we contract to remove the trees/shrubs, etc.?).

Original Question 3: What additional information was acquired beyond the basic limited visual inspections to justify overturning the previous Board's decision?

**Board's written response:** *"In April 2023, as the Browning planning documents projected multiple projects for the 3 tennis court locations, the Board appointed an ad hoc committee to review the sports courts and make recommendations as to the condition and advice on how to proceed. That report was presented to the Board at the May Executive meeting. That report confirmed the 2022 recommendation and specified the damage being caused to the courts by the trees. Based upon that report, at the May 3, 2023 Executive meeting the Board approved the removal of the trees."*

**Question rephrased:**

- ***Which professional experts did the Ad Hoc Committee consult with to justify its recommendation to overturn the previous Board's decision?***

The supporting documentation provided in the Ad Hoc Sports Court Committee Report is DuBois' 2022 recommendation which was based on his limited visual inspection.

I look forward to working with you and the Grounds Committee to find a resolution by planting visually-pleasing plants to grow as hedges along the eastern side of the chain link fence. Hedges would serve as both a visual and noise barrier.

**Contact information:** Amy Mickel, 916-213-9987, [amy.mickel@sbcglobal.net](mailto:amy.mickel@sbcglobal.net)

**Date:** June 27, 2023

**To:** Nepenthe Board of Directors

**From:** Dr. Amy Mickel, Homeowner, 12 Adelphi Court  
Ms. Paula Connors, Homeowner, 14 Adelphi Court  
Mrs. Nancy Martin-Wilton, Homeowner, 2315 Swarthmore Drive

**Re:** Removal of juniper trees/shrubs along east side of tennis/pickleball courts

We first would like to express our gratitude for your service to the Nepenthe HOA community. We have been proud members of this community for 19, 3, and 50 years, and we appreciate all you do. We are writing to express our concerns about the removal of the juniper trees in front of our units and to request the Board take immediate action to resolve these concerns.

**COLLECTIVE PROPERTY CONCERNS:**

**Reduced property value** – the removal of the trees has diminished the value of our properties. In addition to reduced sense of privacy and increased noise level, the aesthetics are unsightly. Tree limbs remain in the fencing, and we are staring at dirt patches and a chain link fence. There is nothing visually pleasing about our “new” view.

**Decreased visual privacy** – visual privacy from the courts and pool into our units no longer exists. The trees served as a visual barrier, and their removal has completely exposed us and our units. In addition, a number of the sports enthusiasts using the courts have commented feeling exposed to pedestrians and observers.

**12 ADELPHI COURT PROPERTY CONCERNS:**

**Increased noise level** – the noise level has dramatically increased since the removal of the trees/shrubs. The sounds from the courts and pool (i.e., people yelling, ping-pong balls) are disrupting Dr. Mickel’s sleep and her ability to concentrate in her home office. Moreover, her 5-year-old dog has started barking when he hears these sounds—which he never did before.

**REQUESTS:**

We are requesting that the Board address our questions/requests in writing and at the July 6 open session meeting.

**1) What is the Board planning to do along the fence?**

Background: In a report dated April 2023, the Sports Court Ad Hoc Committee made a *recommendation* for tree removal which appears to be based on a “limited basic visual inspection” by Paul DuBois, The Grove Total Tree Care, on October 19, 2022. He

recommended “removal of the trees and replacing them with new plants installing them further away from the court to prevent this issue from reoccurring while maintaining the privacy.”

Based on our informal conversations with Board members, it appears that his recommendation was partially implemented (removal of the trees) with no current plans to implement the rest of the recommendation (new plantings). We would like to work with the Grounds Committee to ensure that hedges serving as visual and noise barriers are planted. One suggestion is to plant compact Carolina Cherry Laurels (aka Prunus Caroliniana). These fast-growing plants will not grow into the fence. When planted further away from the courts, they will not pose any issues. Another option could be tall boxwood hedges such as the American Boxwood Shrub. Both of these are drought tolerant (please see appendix for pictures of hedges).

**2) Which meeting did the current Board overturn the previous Board’s decision?**

Background: Per the January 4, 2023 open session minutes, the Board voted against removing the trees and shrubs along the eastern fence line. We have reviewed the open session minutes for all subsequent meetings held in 2023, and there is no mention of a vote to remove the trees. Please let us know when this vote was held (meeting time and date), and the vote count.

**3) What additional information was acquired beyond the basic limited visual inspections to justify overturning the previous Board’s decision?**

Background: The Sports Court Ad Hoc Committee included the limited visual inspection conducted by Paul DuBois as part of their documentation for their recommendation. Please let us know what additional information was obtained to justify the decision to overturn the previous Board’s decision.

We thank you in advance for responding to our questions. We look forward to working with you and the Grounds Committee to find a resolution by planting visually-pleasing plants to grow as hedges along the eastern side of the chain link fence. Hedges would serve as both a visual and noise barrier.

**Contact information:**

Amy Mickel, 916-213-9987, [amy.mickel@sbcglobal.net](mailto:amy.mickel@sbcglobal.net)  
Paula Connors, 209-327-5234, [paconnors@sbcglobal.net](mailto:paconnors@sbcglobal.net)  
Nancy Martin-Wilton, 916-927-4164, [nemins@aol.com](mailto:nemins@aol.com)

APPENDIX: Images of hedges



Compact Carolina Laurel (Prunus...



5 Carolina Cherry Laurel...

[Home](#) > [Shrubs & Hedges](#) > [Boxwood Shrubs](#) > American Boxwood Shrub



*The American is a great boxwood for hedges.*

## **BOARD RESPONSES TO JUNE OPEN MEETING HOMEOWNER COMMUNICATIONS**

1. **Amy Mickel (HO):** (A letter from Amy and 2 other owners regarding this topic was included with the Board packet.) The owners have several questions about the removal of the juniper trees that sided the Commons Drive tennis courts. They include: what approval process was followed and how was it announced to the community; the increased noise level for units facing the tennis courts; the reduced privacy for the units; and, Paul DuBois in 2022 recommended removal but also recommended future plantings - the homeowners would like to know the plans for the area.

**Response from the Board:** The 2022 recommendation to remove the juniper trees was not approved by the Board. In April 2023, as the Browning planning documents projected multiple projects for the 3 tennis court locations, the Board appointed an ad hoc committee to review the sports courts and make recommendations as to the condition and advice on how to proceed. That report was presented to the Board at the May Executive meeting. That report confirmed the 2022 recommendation and specified the damage being caused to the courts by the trees. Based upon that report, at the May 3, 2023 Executive meeting the Board approved the removal of the trees. The May 3, 2023 Board packet contained the ad hoc report and the May 2023 newsletter advised the community. There is a pedestrian walkway fronting all the units facing the courts, denying full privacy to the units facing the courts. It is correct that removing the trees changes the view from the facing units and it may increase the daytime noise reaching the units. The courts are used during daytime hours only and have no lights to permit use after sundown. This month, the Board will be reviewing/voting on a second proposal for further remediation in this area. Additionally, wind screens have been ordered and will be placed along the court fence.

2. **Peter Pelkofer (HO):** His understanding was that the siding project manager, Paul Reeves, would be viewing all inspections and identification of identified siding to be replaced. When the crews marked the siding near Peter, Paul Reeves was not there. Would like clarification of Paul's oversight.

**Response from the Board:** While Paul Reeves may not be on-site for all inspections, he does routinely oversee the inspection of siding needs and the completed work of the contractor. Paul Reeves has provided the following detail on his oversight:

Scenario 1. CPR (our contractor) And I walk the units and identify repairs needed that are listed on the original contract scope of work. We mark these with a black X. We mark repairs needed that are not listed in the original scope of work with a red or white X. Then a change order is generated by CPR. I compare that to my notes from that walk. If it is correct, I ask you to approve.

Scenario 2. Due to scheduling access with the homeowner(s) CPR will walk the units without me. Mark the same as above. I will come walk the job when I have homeowner access and check it against the scope of work list. Then I ask you to approve the work order. This is when the homeowner sees CPR and not me.

Units in progress inspections. Often dry rot is found to the framing after the siding has been removed. A change order is often sent to me before I see the work needed. Unless it's an emergency (like when we had bees in a wall a few months ago), I wait until I am onsite and have seen it before I submit that change order.

cover.

### **Proposed Resolution**

The Board tasks management with preparing a check in the amount of funds raised, \$2,545.45 as the homeowners' contribution towards the Campus Commons Playground refurbishment project.

### **C. APPOINT AD HOC SPORTS COURT COMMITTEE**

Purpose: To advise the Board in its duty to maintain the amenities of the Association.

Charge - Inspect three sports courts (Main Clubhouse, Common Drive, Elmhurst Circle) and prepare a written report for the Board.

Report to include information, options and recommendations on:

- Condition of each court
  - what are current needs
  - what does current Reserve Study say
  - what are anticipated needs, within a foreseeable future
  - suggest maintenance plans and schedule
    - for Elmhurst, are there minimums that would suffice
  - consider the proposal to remove juniper trees at clubhouse court
    - if they are removed, does green screening need to be provided
  - improvements needed
  - alternate uses for Elmhurst location
  
- Seating needs at all courts
  
- Signage needs (i.e., do not move pool chairs onto court, guests, etc.)

### **Proposed Resolution**

The Directors appoint Christina George, Susan Timmer and Peter Klein to serve as the ad hoc committee. Report to be reviewed at the next Open Session on May 3, 2023.

### **D. DETERMINE WHETHER TO SOLICIT MULTIPLE QUOTES FOR INSURANCE RENEWAL**

Pursuant to the Standards & Practices for Insurance, the Board will determine whether to obtain multiple quotes for the annual insurance renewal in October. Should they decide to obtain multiple quotes, the Insurance, Legal & Safety Committee will be charged to develop and submit to the Board, specifications for inclusion in the insurance proposal bid package. These recommendations will be submitted to the Board no later than May 15. At its June regular meeting, the Board shall approve the RFP specifications for management transmittal to qualified brokers with a deadline of August 15th for replies to Nepenthe Association. The Board at its September regular meeting shall select its insurers and transmit its decision to the successful bidder(s).

### **Proposed Resolution**



**810 Dunbarton RE Dunbarton Court\_August 28, 2023.p.pdf**

## Dusty Favichia

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**From:** Nancy T [REDACTED]  
**Sent:** Monday, August 28, 2023 4:30 PM  
**To:** Dusty Favichia  
**Subject:** Dunbarton Tennis Court

You don't often get email from [taugh99@gmail.com](mailto:taugh99@gmail.com). [Learn why this is important](#)

To: Board of Directors

Would it be possible to have one pickleball net for use on the Dunbarton tennis court?

That court is nice and shady and rarely used. A pickleball net would be really nice to have and could be moved to the side if both courts were needed for tennis

Nancy Taugher

810 Dunbarton Cir

## **NEP 2023-8-2 Open Session Minutes.pdf**

# NEPENTHE ASSOCIATION

## Open Session Nepenthe Board of Directors

August 2, 2023 6:00 PM  
Nepenthe Clubhouse  
1131 Commons Drive  
Sacramento, CA

### MINUTES

#### Directors Present

MARKUS DASCHER TTEE - President  
JACQUELYN GREBITUS - Secretary  
CHERYL NELSON - Vice President  
WILLIAM HENLE TRUSTEE - Treasurer  
CHRISTINA GEORGE - Member at Large

#### Directors Absent

None

#### Additional Attendees

Dusty Favichia, General Manager, FirstService Residential Management, Inc.  
Andi Helms, Vice President Sacramento, FirstService Residential Management, Inc.

### I. CALL TO ORDER

Board President Markus Dascher announced that our Landscape Contractor, Carson Landscape was asked by the Board to place signs in the common area representing the areas that are under remediation. Markus stated that those signs were taken down by an unknown party and reiterated that the intention of the signs were to keep community members informed.

### II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on July 5, 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.

The Board took the following action at the July 5, 2023 Executive Session:

Contracts: Proposal approved in the amount of \$2,645 to relocate emergency shut-off switch to a location within 50 feet of spa as required by code.

### III. REPORTS

#### A. CONSTRUCTION MANAGER'S REPORT

The Board accepts the monthly reports for Phase 1 from Construction Manager, Paul Reeves.

#### B. GENERAL MANAGER'S REPORT

The Board accepts the report provided by General Manager, Dusty Favichia.

### IV. COMMITTEE UPDATES

Each Committee Chair and/or Committee Member provided a verbal report in addition to the minutes. The Board accepted the minutes as submitted by each Committee.

## V. HOMEOWNER FORUM

The Board Vice President made note of all homeowner comments, questions and statements and will determine if future board action is warranted.

## VI. HOMEOWNER CORRESPONDENCE

The Board acknowledged receipt of the correspondence received and will respond accordingly.

## VII. CONSENT CALENDAR

### Resolved

The Board approved Consent Calendar Items A through C as presented.

Additionally, the Board approves the Architectural application for 804 Dunbarton Circle for an attic fan installation per the ARC's recommendation as announced by Alan Watters during his Committee Update Report.

**Motion:** CHERYL NELSON

**Second:** JACQUELYN GREBITUS

**AYEs:** JACQUELYN GREBITUS, CHRISTINA GEORGE, CHERYL NELSON, WILLIAM HENLE TRUSTEE, MARKUS DASCHER TTEE

**NAYs:** None

► **Resolved**  
*The motion passed*

### A. APPROVAL OF MINUTES

### B. FINANCIAL STATEMENT

### C. ARCHITECTURAL APPROVALS

## VIII. UNFINISHED BUSINESS

### A. HOMEOWNER COMMENT AND CORRESPONDENCE FOLLOW UP

The Board stated that written follow up answers for the July 5, 2023, open forum can be found in the published board packet for this meeting, August 2, 2023, on the Neperthe Website.

## IX. NEW BUSINESS

### A. LANDSCAPE SERVICE REQUEST PROCESS

Board Vice President, Cheryl Nelson announced the revised process for Homeowner Landscape Requests. No vote needed as this is a process revision, not a rule change.

## X. SECOND HOMEOWNER FORUM

The Board Vice President made note of all homeowner comments, questions and statements and will determine if future board action is warranted.

## XI. NEXT BOARD MEETING

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

## XII. ADJOURN

The meeting adjourned at 6:29 pm.

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APPROVED

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DATE

DRAFT

## **NEP 07-2023 Financial.pdf**

**Nepenthe's Year To Date Cash Flow**

<b>Source</b>	<b>1/1/2022</b>	<b>Operations</b>	<b>Reserves</b>
<b>Beginning Balance</b>	<b>11,113,960</b>	<b>125,828</b>	<b>11,113,960</b>
<b>Plus</b>			
Income		3,140,596	
Reserve Investment Income			350,073
Contributions to Reserves			2,044,502
Pending Reserve Expense			196
Percent Funded Per 2020 Reserve Study			
Accounts Payable		247,269	
Processing Fees			
Due from Vendor			
Due from Reserve			
<b>Less</b>			
Operating Expenses		(1,151,759)	
Reserve Funding		(2,044,502)	(1,972,064)
Reserve Expenses			
Pending Reserve Transfer			
Due from Vendor			
Due to Operating		(15,500)	
Prepaid Insurance			
Processing Fees			
Receivable from Management		(900)	
<b>Ending Balance</b>	<b>7/31/2023</b>	<b>290,235</b>	<b>11,536,667</b>

**Budget Report**

Actual Income - Year-to-date	\$ 3,490,709.43
Budgeted Income - Year-to-date	\$ 2,391,613.00
Produced a positive Year-to-date income variance of	\$ 1,099,096.43

Actual Expenses and Reserve Contribution - Year-to-date	\$ 3,546,374.85
Budgeted Expenses and Reserve Contribution - Year-to-date	\$ 2,391,613.00
Produced a negative Year-to-date operating expenses variance of	\$ (1,154,761.85)

The two combined variances produced a negative Year-to-date variance of \$ (55,665.42)

**Other Information**

Unpaid assessments at	7/31/2023	were: \$ 33,886.39
Prepaid assessments at	7/31/2023	were: \$ 60,724.55



**NEPENTHE ASSOCIATION**  
Financial Summary



Fiscal Year End: **December 31, 2023**

For the Month Ended: **July 31, 2023**

**CASH SUMMARY**

	This month	Last Month	Change in Cash	
Operating cash	290,235.37	327,299.51	Decrease in Cash	(37,064.14)
Reserve cash	11,536,666.96	11,822,156.57	Decrease in Cash	(285,489.61)
Adj Operating Cash (see note 1)	229,510.82	263,151.73	Decrease in Cash	(33,640.91)
Average budgeted expenses / month	341,659.00			
Average # of months of available cash	0.85			
Percent Funded Per 2018 Reserve Study	186.0%			

**ASSESSMENT SUMMARY**

Prepaid Utilities	
Monthly Assessment Budget	337,480.00
Assessment Cash Received	322,811.55

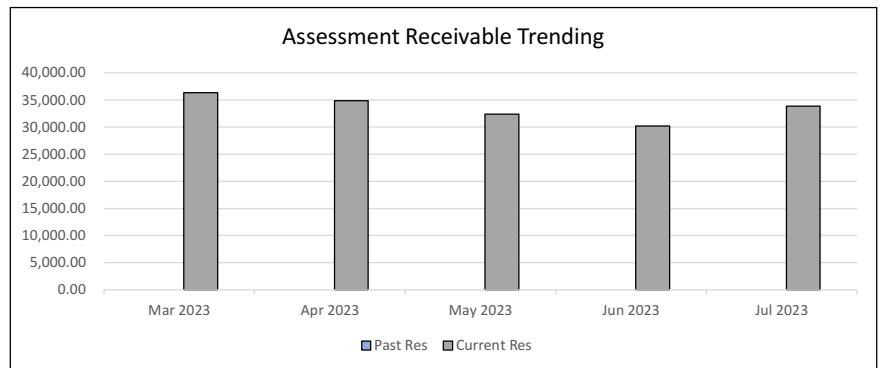
**Total Assessments Receivable**

0-30 days late (see note 2)	0.00
31-60 days late	12,447.49
61-90 days late	4,434.95
over 90 days late	17,003.95
<b>Total Assessments Due</b>	<b>33,886.39</b>

Other Receivable	42,716.64
<b>Total Owners Receivable</b>	<b>76,603.03</b>

Past Residents Assessments Rec. 0.00

Prepaid Assessments 60,724.55



**OPERATING SUMMARY**

Category	July Expenses	YTD Expenses	YTD Budget	YTD Variance	Negative YTD Variances > \$2000
Utilities	9,655	85,321	65,429	(19,892)	
Landscape	45,100	328,780	319,396	(9,384)	
Common Area	9,297	83,807	95,550	11,743	NSPOUT
Management/On-Site Admin	99,609	354,031	298,291	(55,740)	
Insurance	42,837	299,862	299,600	(262)	
<b>Total Operating Expenses</b>	<b>206,498</b>	<b>1,151,800</b>	<b>1,078,266</b>	<b>(73,534)</b>	Spending overbudget year-to-date
<b>YTD Profit/(Loss)</b>		<b>(55,665)</b>			

**RESERVE SUMMARY**

Contribution to Reserves this month:	187,621.00	Reserve Disbursements this month:	514,463.28
Contribution to Reserves Year-to-Date:	2,044,501.63	Reserve Disbursements Year-to-Date:	1,972,063.53
Interest on reserve funds Year-to-Date:	350,072.92		

**ITEMS OF NOTE**

1. Adj Operating Cash is calculated by Operating Account Funds minus Prepaid Assessments.
2. In a month with 31 days, assessments owed for that month would be reflected under 31-60 days late.
3. Insurance Claim of \$202,707.63 added directly to reserves, will not reflect on income statement, nor will it offset the budget.

NEPENTHE ASSOCIATION COMPARATIVE BALANCE SHEET 07/31/2023
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08/16/2023 10:25 AM Page: A 1

c/o FirstService Residential  
 15241 Laguna Canyon Rd  
 Irvine CA 92618

FirstService Residential CA  
 15241 Laguna Canyon Road  
 Irvine CA 92618

	CURRENT MONTH	PRIOR MONTH
<hr/>		
-----		
CASH AND INVESTMENTS		
OPERATING ACCOUNT FUNDS	290,235.37	327,299.51
PETTY CASH	150.00	150.00
RESERVE ACCOUNT FUNDS	<u>11,536,666.96</u>	<u>11,822,156.57</u>
TOTAL CASH AND INVESTMENTS	11,827,052.33	12,149,606.08
OTHER ASSETS		
DUE TO OPERATING	(15,499.74)	(15,499.74)
DUE FROM RESERVES	15,499.74	15,499.74
UNFUNDED RESERVES	187,621.00	187,621.00
RECEIVABLE FROM MANAGEMENT	900.00	900.00
	<hr/>	<hr/>
TOTAL OTHER ASSETS	188,521.00	188,521.00
TOTAL ASSETS	<u><u>12,015,573.33</u></u>	<u><u>12,338,127.08</u></u>
L I A B I L I T I E S		
-----		
ACCOUNTS PAYABLE	247,269.00	215,802.00
UNFUNDED RESERVES	<u>187,621.00</u>	<u>187,621.00</u>
TOTAL LIABILITIES	434,890.00	403,423.00
M E M B E R S   E Q U I T Y		
-----		
GENERAL RESERVE FUND BALANCE	11,521,167.22	11,806,656.83
OPERATING FUND BALANCE-BEG OF YEAR	115,181.53	115,181.53
CURRENT YEAR INCOME/(LOSS)	<u>(55,665.42)</u>	<u>12,865.72</u>
TOTAL LIABILITIES & MEMBERS EQUITY	<u><u>12,015,573.33</u></u>	<u><u>12,338,127.08</u></u>

Entity: NEP NEPENTHE ASSOCIATION  
 FirstService Residential CA  
 15241 Laguna Canyon Road  
 Irvine, CA 92618

As of date: 07/31/2023

Account	Type	Inv Acct	Maturity	Rate	Amount
11105	PETTY CASH	PTYCSH ON-SITE (CLUBHOUSE)			150.00
11110	OPERATING CHECKING	USBANK US BANK			225,679.90
11115	OPERATING INVESTMENT	LUTFST LUTHER BURBANK FFI		4.61%	64,555.47
Total (Cash)					290,385.37
21110	RESERVE FUNDS IN OPERATING CHECKING	USBANK US BANK			743,055.43
21140	RESERVE INVESTMENT	METRO METROPOLITAN NATL BK		3.82%	245,773.99
21141	RESERVE INVESTMENT	METFST METROPOLITAN BANK		3.82%	1,225,810.01
21145	RESERVE INVESTMENT	MSFFI MORGAN STANLEY FFI		0.50%	3,706,058.66
21146	RESERVE INVESTMENT	MORGAN MORGAN STANLEY BANK	09/16/2024	5.25%	225,000.00
21147	RESERVE INVESTMENT	MORGAN MORGAN STANLEY BANK	09/16/2024	5.25%	225,000.00
21148	RESERVE INVESTMENT	ALLY ALLY BANK	05/05/2025	2.80%	250,000.00
21150	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT		2.90%	17,444.90
21152	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT	03/22/2024	5.35%	245,000.00
21153	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT	03/22/2024	5.30%	205,000.00
21154	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT	03/17/2025	5.25%	245,000.00
21155	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT	03/17/2025	5.25%	205,000.00
21157	RESERVE INVESTMENT	PACWES PACIFIC WESTERN		0.95%	37.31
21158	RESERVE INVESTMENT	ENTER ENTERPRISE BANK		4.58%	254,085.26
21172	RESERVE INVESTMENT	USTRES US TREASURY	11/15/2023	0.25%	748,328.14
21173	RESERVE INVESTMENT	USTRES US TREASURY	12/31/2023	0.75%	249,014.14
21174	RESERVE INVESTMENT	USTRES US TREASURY	05/15/2024	0.25%	748,439.56
21175	RESERVE INVESTMENT	USTRES US TREASURY	06/30/2024	1.75%	247,874.27
21176	RESERVE INVESTMENT	USTRES US TREASURY	11/15/2024	0.75%	747,186.55
21177	RESERVE INVESTMENT	USTRES US TREASURY	12/31/2024	1.75%	247,820.40
21178	RESERVE INVESTMENT	USTRES US TREASURY	05/15/2025		515,102.90
21179	RESERVE INVESTMENT	USTRES US TREASURY	06/30/2025	0.25%	240,635.44
Total (Reserves)					11,536,666.96
Grand Total					11,827,052.33

NEPENTHE ASSOCIATION  
RESERVE FUND BALANCES SUPPORT SCHEDULES  
07/31/2023

c/o FirstService Residential  
15241 Laguna Canyon Rd  
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	PRIOR YEAR BALANCE	BEG BAL REALLOCATION	ADDITIONS THIS YEAR	EXPENSE CURRENT MONTH	PREVIOUS EXP CURRENT YEAR	CURRENT BALANCE
<b>GENERAL RESERVES</b>						
23103 INTEREST ON RESERVE FUNDING	127,480.22	(127,480.22)	350,072.92	0.00	0.00	350,072.92
22872 GYM/WORKOUT FACILITY	28,096.81	393.62	1,650.00	0.00	0.00	30,140.43
22960 PAINTING-INTERIOR RESERVES	19,004.86	262.50	1,104.00	0.00	0.00	20,371.36
23014 CONCRETE REPAIRED RESERVES	105,325.77	5,854.83	24,582.00	0.00	0.00	135,762.60
23058 GENERAL RESERVES	(8,850.00)	8,850.00	0.00	0.00	0.00	0.00
23120 ROOF RESERVES	5,741,296.50	100,787.94	423,126.00	0.00	(25,299.00)	6,239,911.44
23122 POOL/SPA RESERVES	170,224.32	3,932.20	16,506.00	(1,970.00)	(14,775.00)	173,917.52
23127 FENCING RESERVES	272,159.66	7,053.45	29,610.00	(58,244.71)	(169,312.37)	81,266.03
23130 CONTINGENCY RESERVES	(32,204.00)	32,204.00	0.00	0.00	0.00	0.00
23133 IRRIGATION RESERVES	296,810.89	14,973.82	62,862.00	(23,890.00)	(33,865.00)	316,891.71
23146 SIGNS RESERVES	41,889.57	529.04	2,220.00	0.00	0.00	44,638.61
23178 PAVING RESERVES	656,448.79	16,618.10	69,768.00	0.00	0.00	742,834.89
23199 RESERVE STUDY RESERVES	3,586.01	237.48	996.00	0.00	0.00	4,819.49
23201 PRIOR YEAR FUNDING	181,720.00	(181,720.00)	187,620.00	0.00	0.00	187,620.00
L23133 OUTDOOR EQUIPMENT RSRV	(604.42)	6.43	30.00	0.00	0.00	(567.99)
L23135 PAINT EXTERIOR RSRV	1,090,119.16	19,288.33	80,976.00	(17,500.00)	(73,500.00)	1,099,383.49
L23136 STRUCTURAL REPAIRS RSRV	2,015,024.79	58,600.66	774,693.63	(360,522.57)	(383,460.55)	2,104,335.96
N22911 UNDERGROUND UTILITY RSRV	(49,426.06)	1,993.25	8,920.00	(7,830.00)	(22,600.00)	(68,942.81)
N23017 CLUBHOUSE RENOVATION RSRV	377,760.70	4,288.43	18,006.00	0.00	(802.09)	399,253.04
N23130 MISCELLANEOUS RSRV	78,393.79	620.39	2,604.00	0.00	0.00	81,618.18
N23274 TENNIS COURT RSRV	100,193.56	1,874.99	7,872.00	0.00	0.00	109,940.55
N23275 GROUNDS RESERVE	(260,674.11)	14,973.82	225,724.00	(40,800.00)	(342,611.00)	(403,387.29)
N23282 TREE REMOVAL ANNUAL MAINT RSRV	154,538.39	14,973.82	100,000.00	(3,360.00)	(367,505.50)	(101,353.29)
N22991 POLE LIGHT REPAIRS RSRV	(9,659.00)	883.12	5,632.00	(346.00)	(23,674.00)	(27,163.88)
Z29000 PENDING RESERVE EXPENSE	0.00	0.00	0.00	0.00	(195.74)	(195.74)
<b>TOTAL GENERAL RESERVES</b>	<b>11,098,656.20</b>	<b>0.00</b>	<b>2,394,574.55</b>	<b>(514,463.28)</b>	<b>(1,457,600.25)</b>	<b>11,521,167.22</b>

NEPENTHE ASSOCIATION  
INCOME STATEMENT  
07/31/2023

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ACTUAL	MONTH-BUDGETED	VARIANCE	G/L NUMBER	DESCRIPTION	ACTUAL	YEAR TO DATE BUDGETED	VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
322,811.55	337,480	(14,668.45)	14000	<b>REVENUE</b>	2,367,272.92	2,362,360	4,912.92	4,049,760	1,682,487.08
0.00	2,000	(2,000.00)	14087	HOMEOWNER ASSESSMENT REVENUE	16,958.43	14,000	2,958.43	24,000	7,041.57
156.37	150	6.37	14101	EASEMENT AGREEMENT	1,731.98	1,050	681.98	1,800	68.02
105.00	130	(25.00)	14110	INTEREST ON PAST DUE ASSESSMENTS	420.00	910	(490.00)	1,560	1,140.00
985.00	499	486.00	14113	KEY REVENUE	4,125.00	3,493	632.00	5,988	1,863.00
1,046.15	1,400	(353.85)	14122	CLUBHOUSE RENTAL	16,890.15	9,800	7,090.15	16,800	(90.15)
0.00	0	0.00	14132	INSURANCE REIMBURSEMENT	319.00	0	319.00	0	(319.00)
484.08	0	484.08	14162	MISCELLANEOUS REVENUE	1,572.40	0	1,572.40	0	(1,572.40)
41,352.67	0	41,352.67	14163	OPERATING INTEREST REVENUE	350,072.92	0	350,072.92	0	(350,072.92)
0.00	0	0.00	14221	RESERVE INTEREST REVENUE	(600.00)	0	(600.00)	0	600.00
0.00	0	0.00	14229	FACILITY RENTAL FEE	750.00	0	750.00	0	(750.00)
0.00	0	0.00	14357	RENTAL FEES	731,155.63	0	731,155.63	0	(731,155.63)
0.00	0	0.00		RESERVE CONTRIBUTION					
<b>366,940.82</b>	<b>341,659</b>	<b>25,281.82</b>		<b>TOTAL REVENUE</b>	<b>3,490,668.43</b>	<b>2,391,613</b>	<b>1,099,055.43</b>	<b>4,099,908</b>	<b>609,239.57</b>
275.00	275	0.00	19572	<b>RESERVE CONTRIBUTION</b>	1,650.00	1,925	275.00	3,300	1,650.00
184.00	184	0.00	19660	GYM/WORKOUT FACILITIES RESERVES	1,104.00	1,288	184.00	2,208	1,104.00
4,097.00	4,097	0.00	19714	PAINTING-INTERIOR RES	24,582.00	28,679	4,097.00	49,164	24,582.00
41,352.67	0	(41,352.67)	19803	CONCRETE REPAIR RESERVE	350,072.92	0	(350,072.92)	0	(350,072.92)
70,521.00	70,521	0.00	19820	GENERAL RESERVE INTEREST	423,126.00	493,647	70,521.00	846,252	423,126.00
2,751.00	2,751	0.00	19822	ROOF RESERVE	16,506.00	19,257	2,751.00	33,012	16,506.00
4,935.00	4,935	0.00	19827	POOL/SPA RESERVE	29,610.00	34,545	4,935.00	59,220	29,610.00
10,477.00	10,477	0.00	19833	FENCING RESERVE	62,862.00	73,339	10,477.00	125,724	62,862.00
370.00	370	0.00	19846	IRRIGATION RESERVE	2,220.00	2,590	370.00	4,440	2,220.00
11,628.00	11,628	0.00	19878	SIGN RESERVE	69,768.00	81,396	11,628.00	139,536	69,768.00
166.00	166	0.00	19899	PAVING RESERVE	996.00	1,162	166.00	1,992	996.00
0.00	0	0.00	19901	RESERVE STUDY	187,620.00	0	(187,620.00)	0	(187,620.00)
5.00	5	0.00	L19833	PRIOR YR FUNDING	30.00	35	5.00	60	30.00
13,496.00	13,496	0.00	L19835	OUTDOOR EQUIPMENT RSRV	80,976.00	94,472	13,496.00	161,952	80,976.00
41,002.00	41,002	0.00	L19836	PAINTING EXTERIOR RESERVE	774,693.63	287,014	(487,679.63)	492,024	(282,669.63)
1,395.00	1,395	0.00	N19611	STRUCTURAL REPAIRS RSRV	8,920.00	9,765	845.00	16,740	7,820.00
618.00	618	0.00	N19691	UNDERGROUND UTILITY REPR RSV	5,632.00	4,326	(1,306.00)	7,416	1,784.00
3,001.00	3,001	0.00	N19717	POLE LIGHT REPR RSV	18,006.00	21,007	3,001.00	36,012	18,006.00
434.00	434	0.00	N19830	CLBHOUSE REMODEL INTERIOR RENOVATI	2,604.00	3,038	434.00	5,208	2,604.00
1,312.00	1,312	0.00	N19974	MISCELLANEOUS RSV	7,872.00	9,184	1,312.00	15,744	7,872.00
10,477.00	10,477	0.00	N19975	COMMON TENNIS CRT RSV	162,862.00	73,339	(89,523.00)	125,724	(37,138.00)
10,477.00	10,477	0.00	N19982	GROUPS RSV	162,862.00	73,339	(89,523.00)	125,724	(37,138.00)
				TREE REM/ ANNL MAINT RSV					
<b>228,973.67</b>	<b>187,621</b>	<b>(41,352.67)</b>		<b>TOTAL RESERVE CONTRIBUTION</b>	<b>2,394,574.55</b>	<b>1,313,347</b>	<b>(1,081,227.55)</b>	<b>2,251,452</b>	<b>(143,122.55)</b>
<b>137,967.15</b>	<b>154,038</b>	<b>(16,070.85)</b>		<b>AVAILABLE OPERATING REVENUE</b>	<b>1,096,093.88</b>	<b>1,078,266</b>	<b>17,827.88</b>	<b>1,848,456</b>	<b>752,362.12</b>

NENPENTHE ASSOCIATION  
 INCOME STATEMENT  
 07/31/2023

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 15241 Laguna Canyon Rd  
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ACTUAL	---MONTH--- BUDGETED	VARIANCE	G/L NUMBER	DESCRIPTION	ACTUAL	YEAR TO DATE BUDGETED	VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
3,253.53	2,700	(553.53)	15101	<b>OPERATING EXPENSES</b>	22,471.36	18,900	(3,571.36)	32,400	9,928.64
1,209.21	1,000	(209.21)	15102	<b>UTILITIES</b>	15,847.59	7,000	(8,847.59)	12,000	(3,847.59)
111.30	900	788.70	15103	ELECTRICITY	7,406.52	6,300	(1,106.52)	10,800	3,393.48
164.24	220	55.76	15105	GAS	1,440.64	1,540	99.36	1,540	1,199.36
4,290.76	4,027	(263.76)	15106	REFUSE COLLECTION	34,028.80	28,189	(5,839.80)	48,324	14,295.20
626.11	500	(126.11)	15155	TELEPHONE EXPENSE	4,125.66	3,500	(625.66)	6,000	1,874.34
				WATER					
				INTERNET EXPENSE					
<b>9,655.15</b>	<b>9,347</b>	<b>(308.15)</b>		<b>TOTAL UTILITIES</b>	<b>85,320.57</b>	<b>65,429</b>	<b>(19,891.57)</b>	<b>112,164</b>	<b>26,843.43</b>
45,100.00	45,100	0.00	15500	<b>LAND MAINTENANCE</b>	325,900.00	315,700	(10,200.00)	541,200	215,300.00
0.00	0	0.00	15505	CONTRACT LANDSCAPE SERVICE	2,880.00	0	(2,880.00)	0	(2,880.00)
0.00	528	528.00	15511	SPRINKLER REPAIR	0.00	3,696	3,696.00	6,336	6,336.00
				BACKFLOW DEVICE TEST					
<b>45,100.00</b>	<b>45,628</b>	<b>528.00</b>		<b>TOTAL LAND MAINTENANCE</b>	<b>328,780.00</b>	<b>319,396</b>	<b>(9,384.00)</b>	<b>547,536</b>	<b>218,756.00</b>
3,375.00	2,500	(875.00)	16020	<b>COMMON AREA</b>	23,325.00	17,500	(5,825.00)	30,000	6,675.00
0.00	0	0.00	16022	CONTRACT POOL/SPA SERVICE	1,060.00	0	(1,060.00)	0	(1,060.00)
0.00	250	250.00	16027	POOL EQUIPMENT REPAIR	3,024.72	1,750	(1,274.72)	3,000	(24.72)
0.00	0	0.00	18457	POOL INSPECTION	2,090.00	0	(2,090.00)	0	(2,090.00)
0.00	0	0.00	18501	PLUMBING REPAIR	(354.31)	0	354.31	0	354.31
1,551.62	1,300	(251.62)	18524	EXPENSES TO BE REIMBURSED	6,654.02	9,100	2,445.98	15,600	8,945.98
150.00	50	(100.00)	18526	MATERIAL SUPPLIES	2,950.00	350	(2,600.00)	600	(2,350.00)
2,490.00	1,800	(690.00)	18531	PEST CONTROL	17,130.00	12,600	(4,530.00)	21,600	4,470.00
0.00	150	150.00	18532	JANITORIAL SERVICE	1,371.90	1,050	(321.90)	1,800	428.10
0.00	0	0.00	18564	JANITORIAL SUPPLIES	(136.00)	0	136.00	0	136.00
550.94	500	(50.94)	18579	SPECIAL SECURITY	3,213.50	3,500	286.50	6,000	2,786.50
945.00	6,250	5,305.00	18736	PATROL SERVICE	13,010.00	43,750	30,740.00	75,000	61,990.00
0.00	625	625.00	18767	GUTTER & DOWNSPOUT CLEANING	9,354.47	4,375	(4,979.47)	7,500	(1,854.47)
234.19	140	(94.19)	18905	REPAIR & MAINTENANCE	743.60	980	236.40	1,680	936.40
0.00	85	85.00	18986	KITCHEN SUPPLIES	370.25	595	224.75	1,020	649.75
				FITNESS CONTRACT					
<b>9,296.75</b>	<b>13,650</b>	<b>4,353.25</b>		<b>TOTAL COMMON AREA</b>	<b>83,807.15</b>	<b>95,550</b>	<b>11,742.85</b>	<b>163,800</b>	<b>79,992.85</b>
150.00	150	0.00	18001	<b>MANAGEMENT/ON-SITE ADMIN EXP</b>	1,188.00	1,050	(138.00)	1,800	612.00
0.00	100	100.00	18003	COMMUNITY WEBSITE	(683.39)	700	1,383.39	1,200	1,883.39
7,800.00	8,190	390.00	19109	COMMUNITY EVENTS/PROGRAMS	54,600.00	57,330	2,730.00	98,280	43,680.00
(392.99)	0	392.99	19010	CONTRACT MANAGEMENT	0.00	0	0.00	0	0.00
0.00	158	158.00	19101	PENDING P-CARD EXPENSE	2,245.00	1,106	(1,139.00)	1,896	(349.00)
				CPA SERVICES					

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ACTUAL	---MONTH--- BUDGETED	VARIANCE	G/L NUMBER	DESCRIPTION	ACTUAL	YEAR TO DATE BUDGETED	VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
44,079.00	0	(44,079.00)	19104	FEDERAL TAX EXPENSE	44,079.00	0	(44,079.00)	0	(44,079.00)
17,679.00	0	(17,679.00)	19105	FRANCHISE TAX BOARD	17,679.00	0	(17,679.00)	0	(17,679.00)
0.00	50	50.00	19106	TAXES & LICENSES	602.00	350	(252.00)	600	(2.00)
0.00	1,000	1,000.00	19108	GENERAL COUNSEL SERVICE	8,323.35	7,000	(1,323.35)	12,000	3,676.65
3,609.50	3,000	(609.50)	19111	MANAGEMENT REIMBURSABLE	26,105.74	21,000	(5,105.74)	36,000	9,894.26
0.00	20	20.00	19112	POSTAGE, ON-SITE	88.85	140	51.15	240	151.15
0.00	60	60.00	19117	DUES & PUBLICATIONS	1,498.88	420	(1,078.88)	720	(778.88)
35.00	35	0.00	19119	BANK FEES	245.00	245	0.00	420	175.00
17,237.42	20,025	2,787.58	19124	ON-SITE STAFF	128,533.05	140,175	11,641.95	240,300	111,766.95
520.00	750	230.00	17209	PAYROLL PROCESSING FEES	3,640.00	5,250	1,610.00	9,000	5,360.00
(1,128.90)	0	1,128.90	19126	DELINQUENCY MONITORING	(9,168.47)	0	9,168.47	0	9,168.47
0.00	100	100.00	19132	OPERATING CONTINGENCY	2,545.45	700	(1,845.45)	1,200	(1,345.45)
(320.51)	0	320.51	19143	LEGAL-COLLECTIONS	(320.51)	0	320.51	0	320.51
359.25	300	(59.25)	19172	ACCOUNTING REIMBURSABLES	2,944.95	2,100	(844.95)	3,600	655.05
170.43	0	(170.43)	19174	AMS COLLECTION EXPENSE	1,992.78	0	(1,992.78)	0	(1,992.78)
0.00	70	70.00	19178	PROPERTY TAX	0.00	490	490.00	840	840.00
8,926.46	8,000	(926.46)	19247	PAYROLL TAXES & BENEFITS	63,223.96	56,000	(7,223.96)	96,000	32,776.04
607.00	120	(487.00)	19295	ON-SITE OFFICE SUPPLIES	2,037.94	840	(1,197.94)	1,440	(597.94)
278.31	435	156.69	19382	COPIER LEASE	2,630.06	3,045	414.94	5,220	2,589.94
0.00	50	50.00	19442	CLAC CONTRIBUTION	0.00	350	350.00	600	600.00
<b>99,608.97</b>	<b>42,613</b>	<b>(56,995.97)</b>		<b>TOTAL MANAGEMENT/ON-SITE ADMIN E</b>	<b>354,030.64</b>	<b>298,291</b>	<b>(55,739.64)</b>	<b>511,356</b>	<b>157,325.36</b>
				<b>INSURANCE</b>					
11,370.42	11,333	(37.42)	19107	INSURANCE	79,592.94	79,331	(261.94)	135,996	56,403.06
31,467.00	31,467	0.00	DC19307	FLOOD INSURANCE	220,269.00	220,269	0.00	377,604	157,335.00
<b>42,837.42</b>	<b>42,800</b>	<b>(37.42)</b>		<b>TOTAL INSURANCE</b>	<b>299,861.94</b>	<b>299,600</b>	<b>(261.94)</b>	<b>513,600</b>	<b>213,738.06</b>
<b>206,498.29</b>	<b>154,038</b>	<b>(52,460.29)</b>		<b>TOTAL OPERATING EXPENSES</b>	<b>1,151,800.30</b>	<b>1,078,266</b>	<b>(73,534.30)</b>	<b>1,848,456</b>	<b>696,655.70</b>
(68,531.14)	0	(68,531.14)		NET INCOME/(LOSS)	(55,665.42)	0	(55,665.42)	0	55,665.42

NEPENTHE ASSOCIATION  
INCOME STATEMENT FOR 12 MONTHS ENDING  
07/31/2023

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	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	TOTAL
<b>REVENUE</b>													
14000 HOMEOWNER ASSESSMENT REVENUE	349028	299402	319787	308976	327494	364641	317190	341554	324699	353293	343085	322812	3971959
14087 EASEMENT AGREEMENT	-1366	6831	0	0	0	5477	0	5653	0	5829	0	0	22423
14101 INTEREST ON PAST DUE ASSESSMEN	6117	36	86	1	660	294	185	109	64	594	329	156	8632
14110 KEY REVENUE	110	95	35	0	20	10	60	70	40	10	135	105	680
14113 CLUBHOUSE RENTAL	140	1005	725	445	495	1335	505	825	0	475	0	985	6935
14122 INSURANCE REIMBURSEMENT	0	225	584	0	450	0	0	0	0	14536	1309	1046	18149
14132 MISCELLANEOUS REVENUE	800	0	410	200	0	0	65	0	0	705	-451	0	1729
14162 OPERATING INTEREST REVENUE	180	209	345	211	182	207	193	218	213	258	0	484	2698
14163 RESERVE INTEREST REVENUE	-28724	-41790	7547	29046	28759	37845	121257	51846	22838	37749	37186	41353	344910
14221 FACILITY RENTAL FEE	0	0	0	0	0	0	0	0	0	-600	0	0	-600
14229 RENTAL FEES	0	0	0	0	0	0	0	0	0	750	0	0	750
14357 RESERVE CONTRIBUTION	0	0	0	0	0	202708	0	0	0	0	528448	0	731156
14372 PAST OWNERS REVENUE	2714	0	0	0	607	0	0	0	0	0	0	0	3321
<b>TOTAL REVENUE</b>	<b>328998</b>	<b>266012</b>	<b>329519</b>	<b>338878</b>	<b>358667</b>	<b>612507</b>	<b>439455</b>	<b>400274</b>	<b>347853</b>	<b>413598</b>	<b>910040</b>	<b>366941</b>	<b>5112743</b>
<b>RESERVE CONTRIBUTION</b>													
19572 GYM/WORKOUT FACILITIES RESERVE	285	285	142	142	285	0	275	275	275	275	275	275	2789
19660 PAINTING-INTERIOR RES	192	192	96	96	192	0	184	184	184	184	184	184	1873
19714 CONCRETE REPAIR RESERVE	4124	4123	2061	2061	4123	0	4097	4097	4097	4097	4097	4097	41073
19803 GENERAL RESERVE INTEREST	-28724	-41489	7547	29046	28759	37845	121257	51846	22838	37749	37186	41353	345211
19820 ROOF RESERVE	74371	74371	37186	37186	74371	0	70521	70521	70521	70521	70521	70521	720611
19822 POOL/SPA RESERVE	2859	2859	1430	1430	2859	0	2751	2751	2751	2751	2751	2751	27943
19827 FENCING RESERVE	5038	5038	2519	2519	5038	0	4935	4935	4935	4935	4935	4935	49762
19833 IRRIGATION RESERVE	9452	9452	4726	4726	9452	0	10477	10477	10477	10477	10477	10477	100670
19846 SIGN RESERVE	391	389	195	195	391	0	370	370	370	370	370	370	3781
19878 PAVING RESERVE	10973	10972	5487	5487	10974	0	11628	11628	11628	11628	11628	11628	113661
19899 RESERVE STUDY	145	143	72	72	145	0	166	166	166	166	166	166	1573
19901 PRIOR YR FUNDING	0	0	0	0	0	187620	0	0	0	0	0	0	187620
L19833 OUTDOOR EQUIPMENT RSRV	5	4	2	2	5	0	5	5	5	5	5	5	48
L19835 PAINTING EXTERIOR RESERVE	14356	14354	7178	7178	14356	0	13496	13496	13496	13496	13496	13496	138398
L19836 STRUCTURAL REPAIRS RSRV	37753	37751	18876	18876	37753	1894	41002	41002	41002	41002	567790	41002	925702
N19611 UNDERGROUND UTILITY REPR RSV	991	989	496	496	991	550	1395	1395	1395	1395	1395	1395	12883
N19691 POLE LIGHT REPR RSV	0	0	0	0	0	264	618	618	618	618	2278	618	5632
N19717 CLBHOUSE REMODEL INTERIOR RENO	3150	3149	1576	1576	3151	0	3001	3001	3001	3001	3001	3001	30608
N19830 MISCELLANEOUS RSV	3248	3246	1624	1624	3248	0	434	434	434	434	434	434	15594
N19974 COMMON TENNIS CRT RSV	1384	1383	692	692	1384	0	1312	1312	1312	1312	1312	1312	13407
N19975 GROUNDS RSV	9452	9452	4726	4726	9452	100000	10477	10477	10477	10477	10477	10477	200670
N19982 TREE REM/ ANNL MAINT RSV	9452	9452	4726	4726	9452	100000	10477	10477	10477	10477	10477	10477	200670
<b>TOTAL RESERVE CONTRIBUTION</b>	<b>158896</b>	<b>146112</b>	<b>101357</b>	<b>122856</b>	<b>216381</b>	<b>428172</b>	<b>308878</b>	<b>239467</b>	<b>210459</b>	<b>225370</b>	<b>753255</b>	<b>228974</b>	<b>3140175</b>
<b>AVAILABLE OPERATING REVENUE</b>	<b>170102</b>	<b>119900</b>	<b>228162</b>	<b>216023</b>	<b>142286</b>	<b>184334</b>	<b>130577</b>	<b>160807</b>	<b>137394</b>	<b>188228</b>	<b>156785</b>	<b>137967</b>	<b>1972567</b>



NEPENTHE ASSOCIATION  
INCOME STATEMENT FOR 12 MONTHS ENDING  
07/31/2023

c/o FirstService Residential  
15241 Laguna Canyon Rd  
Irvine CA 92618

FirstService Residential CA  
15241 Laguna Canyon Road  
Irvine CA 92618

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	TOTAL
<b>OPERATING EXPENSES</b>													
<b>UTILITIES</b>													
15099 PENDING UTILITY EXPENSE	0	-580	0	452	0	0	0	0	0	0	0	0	-128
15101 ELECTRICITY	2994	3584	3367	6647	0	3238	3867	3243	3241	2814	2815	3254	39064
15102 GAS	813	736	1542	2979	2787	2890	3368	3770	2262	1016	1332	1209	24704
15103 REFUSE COLLECTION	783	749	820	806	805	912	913	912	893	951	2724	111	11369
15105 TELEPHONE EXPENSE	353	164	249	265	265	264	260	260	164	164	164	164	2736
15106 WATER	6144	3207	6010	4893	4886	5271	4281	5262	4260	5398	5267	4291	59168
15155 INTERNET EXPENSE	566	1146	7	0	566	566	577	582	582	596	596	626	6411
<b>TOTAL UTILITIES</b>	<b>11653</b>	<b>9007</b>	<b>11995</b>	<b>16042</b>	<b>9308</b>	<b>13132</b>	<b>13265</b>	<b>14028</b>	<b>11403</b>	<b>10940</b>	<b>12898</b>	<b>9655</b>	<b>143325</b>
<b>LAND MAINTENANCE</b>													
15500 CONTRACT LANDSCAPE SERVICE	42000	42000	42000	42000	84000	45100	45100	45100	45100	45100	55300	45100	577900
15505 SPRINKLER REPAIR	0	0	0	0	0	2880	0	0	0	0	0	0	2880
15511 BACKFLOW DEVICE TEST	6954	0	0	0	0	0	0	0	0	0	0	0	6954
<b>TOTAL LAND MAINTENANCE</b>	<b>48954</b>	<b>42000</b>	<b>42000</b>	<b>42000</b>	<b>84000</b>	<b>47980</b>	<b>45100</b>	<b>45100</b>	<b>45100</b>	<b>45100</b>	<b>55300</b>	<b>45100</b>	<b>587734</b>
<b>COMMON AREA</b>													
16020 CONTRACT POOL/SPA SERVICE	2475	3375	3375	3375	3225	2475	3375	3375	3825	3525	3375	3375	39150
16022 POOL EQUIPMENT REPAIR	750	1225	0	1135	-2360	0	825	0	0	0	235	0	1810
16027 POOL INSPECTION	0	0	0	0	0	1350	0	0	0	1675	0	0	3025
18457 PLUMBING REPAIR	0	0	0	0	0	2090	0	0	0	0	0	0	2090
18501 EXPENSES TO BE REIMBURSED	0	0	0	0	0	0	0	-354	0	0	0	0	-354
18524 MATERIAL SUPPLIES	7265	0	2774	55	508	385	583	1528	1101	533	972	1552	17256
18526 PEST CONTROL	0	0	1350	0	0	1250	950	0	0	0	600	150	4300
18531 JANITORIAL SERVICE	4080	2190	2190	2190	2190	2190	2490	2490	0	4980	2490	2490	29970
18532 JANITORIAL SUPPLIES	0	0	727	0	117	343	606	0	0	423	0	0	2216
18564 SPECIAL SECURITY	0	0	0	0	0	0	0	0	0	-136	0	0	-136
18579 PATROL SERVICE	2175	1957	1800	2002	1168	459	484	477	363	381	498	551	12317
18736 GUTTER & DOWNSPOUT CLEANING	0	0	33121	0	32456	0	4185	4050	1215	185	2430	945	78587
18767 REPAIR & MAINTENANCE	2083	6181	4477	10827	-3344	515	-1630	2643	582	1141	6104	0	29577
18905 KITCHEN SUPPLIES	289	6	137	59	257	21	71	148	160	0	109	234	1491
18986 FITNESS CONTRACT	0	0	178	0	0	0	95	95	0	0	180	0	548
<b>TOTAL COMMON AREA</b>	<b>19118</b>	<b>14934</b>	<b>50128</b>	<b>19643</b>	<b>34217</b>	<b>11079</b>	<b>12035</b>	<b>14451</b>	<b>7247</b>	<b>12706</b>	<b>16993</b>	<b>9297</b>	<b>221847</b>
<b>MANAGEMENT/ON-SITE ADMIN EXP</b>													
18001 COMMUNITY WEBSITE	150	150	206	0	300	0	300	150	150	438	0	150	1994
18003 COMMUNITY EVENTS/PROGRAMS	1281	0	233	0	427	0	427	-1404	106	-320	507	0	1260

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15241 Laguna Canyon Road  
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	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	TOTAL
19109 CONTRACT MANAGEMENT	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	93600
19010 PENDING P-CARD EXPENSE	-7786	641	-956	0	0	0	0	0	0	393	0	-393	-8101
19101 CPA SERVICES	0	0	0	0	-25284	0	0	0	2005	240	0	0	2245
19104 FEDERAL TAX EXPENSE	9327	0	0	0	-6920	0	0	0	0	0	0	44079	28122
19105 FRANCHISE TAX BOARD	3460	0	0	0	0	0	0	0	0	0	0	17679	14219
19106 TAXES & LICENSES	0	0	1120	0	0	0	0	0	602	0	0	0	1722
19108 GENERAL COUNSEL SERVICE	5109	0	0	0	2948	0	6518	1806	0	0	0	0	16380
19111 MANAGEMENT REIMBURSABLE	9006	3320	3320	3320	3320	4070	3960	3620	925	6312	3610	3610	48393
19112 POSTAGE, ON-SITE	60	0	67	0	0	0	50	0	39	0	0	0	216
19117 DUES & PUBLICATIONS	0	0	0	0	0	0	1179	0	320	0	0	0	1499
19119 BANK FEES	35	35	35	35	35	35	35	35	35	35	35	35	420
19124 ON-SITE STAFF	12451	20025	5002	10896	12743	20394	17006	22830	25504	17384	8179	17237	189650
17209 PAYROLL PROCESSING FEES	520	520	520	520	520	520	520	520	520	520	520	520	6240
19126 DELINQUENCY MONITORING	-3360	-750	-658	-693	-1625	-1710	-883	-1185	-541	-2138	-1584	-1129	-16254
19132 OPERATING CONTINGENCY	0	0	67	0	0	0	0	0	0	0	2545	0	2612
19143 LEGAL-COLLECTIONS	-5434	0	15065	-2700	0	0	0	0	0	0	0	-321	6610
19172 ACCOUNTING REIMBURSABLES	1507	367	317	433	593	659	428	411	0	713	375	359	6161
19174 AMS COLLECTION EXPENSE	-1186	1090	-41	830	-84	925	-232	1398	295	172	-735	170	2602
19178 PROPERTY TAX	343	0	637	0	0	0	0	0	0	0	0	0	980
19247 PAYROLL TAXES & BENEFITS	6640	9334	2715	5431	6354	10604	8372	10736	11475	8667	4444	8926	93698
19295 ON-SITE OFFICE SUPPLIES	228	82	119	26	203	141	116	31	1	255	886	607	2697
19382 COPIER LEASE	494	477	477	443	443	920	955	477	0	0	0	278	4964
<b>TOTAL MANAGEMENT/ON-SITE ADM</b>	<b>40645</b>	<b>43092</b>	<b>36045</b>	<b>26341</b>	<b>1776</b>	<b>44359</b>	<b>46548</b>	<b>47224</b>	<b>49236</b>	<b>40472</b>	<b>26582</b>	<b>99609</b>	<b>501929</b>
<b>INSURANCE</b>													
19107 INSURANCE	9094	21652	10523	11419	17408	11370	11370	11370	11370	11370	11370	11370	149690
DC1930 FLOOD INSURANCE	23639	27000	17765	74754	26047	26906	27000	27000	27000	49429	31467	31467	389474
<b>TOTAL INSURANCE</b>	<b>32733</b>	<b>48652</b>	<b>28288</b>	<b>86173</b>	<b>43455</b>	<b>38276</b>	<b>38370</b>	<b>38370</b>	<b>38370</b>	<b>60799</b>	<b>42837</b>	<b>42837</b>	<b>539164</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>153102</b>	<b>157686</b>	<b>168457</b>	<b>190199</b>	<b>172755</b>	<b>154825</b>	<b>155318</b>	<b>159175</b>	<b>151356</b>	<b>170017</b>	<b>154611</b>	<b>206498</b>	<b>1993999</b>
<b>NET INCOME/(LOSS)</b>	<b>17000</b>	<b>-37785</b>	<b>59705</b>	<b>25824</b>	<b>-30469</b>	<b>29509</b>	<b>-24741</b>	<b>1633</b>	<b>-13962</b>	<b>18211</b>	<b>2216</b>	<b>-68531</b>	<b>-21390</b>

## **Board Follow-Up - August 2023 Open Meeting Forum.p.pdf**

## **BOARD RESPONSES TO AUGUST OPEN MEETING HOMEOWNER COMMUNICATIONS**

**Bill White (Homeowner):** Asks the Board to reconsider his request to Grounds to permit him to pay for a larger replacement tree than that placed by the landscapers. He is willing to pay the difference in costs. He feels the situation is similar to the Board approval for replacement of a wooden fence with the homeowner (a current board member) paying the difference in cost to have a masonry fence installed.

**Board response:**

There are two issues mentioned in this comment. Nepenthe CC&Rs distinguish between common space issues and personal space issues. The CC&Rs spell out common area uses while the Architectural Review Committee is charged with ensuring compliance with community standards regarding changes to personal space, including fencing.

The Board's decision to deny permission for homeowners to pay for preferred plants and trees is based upon the April 8, 2020 open meeting where the Board repealed Resolution 138. That Resolution had allowed homeowners to pay for plantings in the Nepenthe Association's Common Area. You can view the packet for that meeting at <https://nepenthehoa.com/wp-content/uploads/2020/04/2020-04-08-Open-Session-Packet.pdf>. The meeting minutes are at <https://nepenthehoa.com/wp-content/uploads/2020/09/2020-04-08-Open-Session-Minutes.pdf>. The tree planted near this homeowner's locations is a 15-gallon silver maple which is fast growing species often reaching 30 feet in height.

The masonry fence replacement request mentioned, an alteration to the unit, was submitted to ARC by the homeowner for research and recommendation. The request was recommended for approval by the ARC and approved by the Board on October 6, 2021.

**Barbara Beddow (Homeowner):** Barbara thanked the Board and all community volunteers for their work. She's thinking of the upcoming change in the water billing procedures. She encourages all homeowners to immediately report leaks and poorly performing irrigation/watering issues to minimize the costs of our water. She also asked that certain loropetalum plants be trimmed as they are too large. She enjoys living in Nepenthe and she supports Bill White in his quest for a larger tree.

**Board response:**

The Board appreciates the comment and also encourages all residents to report irrigation issues to the HOA office via email (Nepenthe.HOA@fsresidential.com) or phone (916) 929-8380. The landscapers have begun their pruning rotation which will include the loropetalums.

Second Homeowner Forum

**Karen Lowery (Homeowner):** Asks that the zoom link to Board meetings be included in all announcements about the meeting as well as with the announcement of the packet availability.

**Board response:**

Future meeting announcements where Zoom will be available will include link details.

**Peter Pelkofer (Homeowner):** Carson Industries has placed signs at locations where they are working. The placement of those signs is a clear violation of our CC&Rs.

**Board response:**

Our landscape contractor placed the signs at the direction of the board to help mitigate questions from community members as to where the (17) area tree stump remediation sites were located, as well as to signify that the work has commenced. They are intended to keep community members informed of the approved remediation work being carried out.

Please see Section 2.3 of the CC&Rs which outlines the Persons Subject to Governing Documents which does not include Association contractors; therefore, no violation is taking place.

**Bob Baskerville (Homeowner):** Commends Marcus Lozado, the Association maintenance person.

**Board Response:**

Thank you for noticing and commenting on his good work. Your email was shared with Marcus.

# **GROUNDS COMMITTEE APPLICATION LINDA COOK.pdf**



NEPENTHE

Nepenthe Committee / Volunteer Application  
with Conflict of Interest Policy Acknowledgement

Contact Information:

Date: 8/4/2023  
Name: Linda J. Cook  
Address: 1378 Commons Dr.  
Committee applying for: Grounds  
Phone Number: 916-847-8996  
Email Address: lindacook1378@gmail.com

Contributions:

How would you like to contribute to this committee?

*Maintain the urban forest that surrounds us in Nepenthe HOA  
Review budget for grounds expenditures.  
Continue dialogue with Nep. Board, Carson Landscape*

Committees

If there is no room on the committee of your choice, would you be willing to serve on another committee? If so, which one?

- |               |                                     |                           |                          |
|---------------|-------------------------------------|---------------------------|--------------------------|
| Architectural | <input type="checkbox"/>            | Outreach                  | <input type="checkbox"/> |
| Election      | <input type="checkbox"/>            | Insurance, Legal & Safety | <input type="checkbox"/> |
| Finance       | <input type="checkbox"/>            | Nominating                | <input type="checkbox"/> |
| Grounds       | <input checked="" type="checkbox"/> |                           |                          |

Volunteer Only:

I would like to be contacted to help with one-time events or short-term projects as needed.

Other ways I would like to volunteer are:

[Empty box for other volunteer ways]

*LC* By providing your initials in this box, you agree that you have read, understand and will abide by the following:

Acknowledgement of Conflict of Interest Policy: The applicant hereby acknowledges that he or she has read the Nepenthe Conflict of Interest Policy, has had an opportunity to ask any questions the he or she may have about the policy, and understands and agrees to comply with the policy.

Please return completed form with Acknowledgement of Conflict of Interest Policy to 1131 Commons Drive, Sacramento Ca 95825.