

NEPENTHE ASSOCIATION

Open Session Nepenthe Board of Directors

October 4, 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 September 6, 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 September 6, 2023, Executive Session:

Contracts: Proposals were approved as follows:



- 1.) Proposal in the amount of \$64,912 from Bailey Boys Services for gutter cleaning services of all 590 homes within Nepenthe.
- 2.) Proposal in the amount of \$615.00 for Carson Landscape for improvements in Zone 2.
- 3.) Proposal in the amount of \$765.00 for Carson Landscape for improvements in Zone 4
- 4.) Proposal in the amount of \$56,170.00 for The Grove Total Tree Care for recommended tree work in Zone 5.
- 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

 Nepenthe Monthly Report September 2023.pdf	5
 Nepenthe Change Order Log Updated 9.18.23.pdf	17

B. GENERAL MANAGER'S REPORT

General Manager Dusty Favichia has submitted the enclosed work order report and will share general announcements and/or updates, as well as answer any questions the Board may have at this time.

Supporting Documents

 September 2023 Work Order Report.pdf	39
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IV. COMMITTEE UPDATES

Supporting Documents

 Architectural Review Committee Minutes September 2.pdf	45
 Outreach Committee Meeting Minutes September 2023..pdf	49
 Finance Committee Meeting Minutes September 2023.p.pdf	53

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

[Fairchild, Peter_Landscape Request 09..pdf](#) 59

[Bloomer, John_Landscape Request 09.06.2.pdf](#) 61

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 September 6, 2023 are approved as presented.

Supporting Documents

[NEP 2023-9-6 Open Session Minutes.pdf](#) 64

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 August 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 147,805 and year-to-date reserve funding of \$2,420,259.18 compared to the year-to-date reserve funding budget of \$1,500,968.** The actual year-to-date operating expenses were \$1,324,169.56. The budgeted year-to-date operating expenses were \$1,232,304. The association has \$525,172.79 in operating funds, which represents 1.54 months of budgeted expenses and reserve contributions. The association has \$11,173,342.72 in reserve funds.

Supporting Documents

[NEP 08-2023 Financials_Abbreviated.pdf](#) 68

C. ARCHITECTURAL APPROVALS

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

Address	Improvement	Recommendation
807 Dunbarton Circle	Retractable Awning	Approval w/ Condition

28 Adelphi Court	Windows	Approval
711 Dunbarton Circle	Retractable Awning	Approval w/ Condition
1179 Vanderbilt Way	HVAC	Emergency Approval
1179 Vanderbilt Way	Fence Modification for HVAC	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

[!\[\]\(23d9fc146e83b5c3013cfa32c784f8d5_img.jpg\) Board Follow-Up - September 2023 Open Meeting Foru.pdf](#) 81

IX. NEW BUSINESS

No New Business.

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 November 1, 2023, at 6:00 pm.

XII. ADJOURN

Nepenthe Monthly Report September 2023.pdf



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

Monthly Project Report For September 2023

Reeves Construction, Inc.

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



1. Project Overview	3
2. Phase #2	3
3. 1149 Vanderbilt Repairs	4
4. Cost Management	5
5. Invoice Control	6-11
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- September 2023:

Work progress has been good. We are nearing ½ way with Phase #1.
An update on progress is below.

1. Dry rot repairs and painting are completed at building unit addresses-
Up to 1019 Dunbarton.
2. Dry rot repairs are completed up to 1433 Commons Dr.
3. Repairs are in process at 1112 Dunbarton, 1423- 1427 Commons.
These will be completed in approximately six weeks.
Focus has been moved to Phase #2 for the month of October.
4. **Looking ahead,**
Wood repairs are now 50% completed. We are now crossing Dumbarton to the
center of phase one.
The next units on the list for repairs are 1112 Dumbarton, 1427-1423 Commons..
5. **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.
\$1,473,265.61
6. Changes to Cost Management and Invoice Control for August
are highlighted in yellow.

2. Phase #2.

Repairs to siding and trim have started at 1149 Vanderbilt.

And is now ready for the homeowner to have new windows installed. All dry rot repairs
& painting at 1149-1179 will also be completed in the next 4-5 weeks. Then work will
start at 208/210 Elmhurst. When 208/210 are completed, we will focus on phase #1.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



3. Damage Repairs at 1149 Vanderbilt.

Upon starting repairs at 1149, it was discovered that there were discrepancies between the insurance settlement and what was originally regarding roof flashings, the amount of siding to replace and there were no repairs to any fences.

CPR and I are compiling a list of items that must be added to the insurance settlement.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023

Location: Sacramento, CA



4. 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			\$1,150,592.83 Includes Change Orders	\$900,992.68	
CPR Construction	Change Orders Approved		\$650,408.61		Included Above		
CPR Construction	Total Retention to date	\$106,202.40					
CPR Construction	Total Retention Invoiced	\$67,440.83			Included Above	Included Above	
CPR Construction	Permits		\$8,986.24		Included Above	Included Above	
Progressive Painting	Painting Original Contract	\$306,250.00			\$154,000.00	\$120,750.00	
	TOTAL PAID TO ALL ABOVE				Invoiced Value \$1,159,592.83	Value Paid \$1,021,742.68	

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



Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
			Orders				
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	Total Due Minus Retention \$69,707.27	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1262	Units 711,713,715, 717,719, Including Change Orders	Total Due Minus Retention \$109,770.15	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	Total Due Includes Retention Invoiced \$125,390.93	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1289	Units 1001, 1003, 1005, 1007, 1009, 1011, 1013, 1015, 1017, 1019.	Total Due Includes Retention Invoiced \$116,590.22	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1298	See detail on invoice.	Total Due Includes Retention Invoiced \$104,600.15	COMPLETE	APPROVED	PENDING

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	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
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	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	17390	Painting	\$19,250.00	COMPLETE	APPROVED	PENDING
Progressive Painting	Paint	17406	Painting	\$14,000.00	COMPLETE	APPROVED	PENDING
			TOTAL APPROVED	Invoiced Value \$1,159,592.83			
			TOTAL APPROVED, NOT PAID	\$137,850.15			
			TOTAL PENDING APPROVAL	0			
			TOTAL PAID	1,021,742.68			

End Report.

Nepenthe Change Order Log Updated 9.18.23.pdf



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

Date: September 18, 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
CREDIT COR #10	1331 Commons			-\$3,203.88	Credit Siding and Trim Not Done
CREDIT COR #11	1333 Commons			-\$243.13	Credit Siding and Trim Not Done
COR #12	2308 Swarthmore			\$7,232.85	Additional Siding and Trim
COR #13	1359 and 1363 Commons Fence Repairs			\$317.03	Fence Repairs and replacement
COR #14	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	NO ORIGINAL SCOPE LISTED Additional Siding and Trim
COR #54	Additional Fence Repairs 411 Dunbarton			\$1,426.60	Additional Fence Repairs
COR #55	Additional Fence Repairs 403 Dunbarton			\$1,352.70	Additional Fence Repairs
COR #56	Additional Siding and Trim Unit #401 DB Supplemental to COR#41			\$374.43	Additional Siding and Trim
COR #57	Additional Fence Repairs 405 Dunbarton			\$353.87	Additional Fence Repairs
COR #58	Beam Replacement Unit #405 DB Supplemental to COR#43			\$439.96	Additional Siding and Trim
COR #59	Additional Fence Repairs 407 Dunbarton			\$5,596.46	Additional Fence Repairs
COR #60	Additional Siding and Trim Unit #407 DB Supplemental to COR#44			\$898.36	Additional Siding and Trim
COR #61	Additional Siding and Trim Unit #405 DB Supplemental to COR#58			\$299.15	Additional Siding and Trim

COR #62	Additional Siding and Trim Unit #401 DB Supplemental to COR#56			\$268.41	Additional Siding and Trim
COR #63	and Trim Unit #2320 Swarthmore Supplemental to COR#47			\$354.31	Additional Siding and Trim (HOA to invoice homeowner)
COR #64	and Trim Unit #2320 Swarthmore Supplemental to COR#63			\$647.44	Additional Siding and Trim
COR #65	Additional Fence Repairs Unit #303 Dunbarton			\$424.33	Additional Fence Repairs
COR #66	Additional Fence Repairs Unit #2320 Swarthmore			\$500.84	Additional Fence Repairs
COR #67	and Trim Unit #2322 Swarthmore Supplemental to COR#48			\$2,529.73	Additional Siding and Trim
COR #68	and Trim Unit #2324 Swarthmore Supplemental to COR#49			\$3,200.37	Additional Siding and Trim
COR #69	Additional Siding and Trim Unit #501 DB			\$9,577.20	NO ORIGINAL SCOPE Additional Siding and Trim
COR #70	Additional Siding and Trim Unit #503 DB			\$901.91	Additional Siding and Trim

COR #71	Additional Siding and Trim Unit #505 DB			\$3,939.65	NO ORIGINAL SCOPE Additional Siding and Trim
COR #72	Additional Fence Repairs Unit #501 DB			\$6,285.75	NO ORIGINAL SCOPE Fence Replacement
COR#73	Additional Fence Repairs Unit #2326 Swarthmore			\$4,012.41	Additional Fence Repairs
COR #74	Additional Siding and Trim Unit #601 DB			\$6,079.67	Additional Siding and Trim
COR #75	Additional Siding and Trim Unit #603 DB			\$4,009.44	Additional Siding and Trim
COR #76	Additional Siding and Trim Unit #605 DB			\$4,457.06	Additional Siding and Trim
COR #77	Fence Repairs Unit #601-#603			\$4,855.27	Additional Fence Repairs
COR #78	Additional Siding and Trim Unit #2326 Swarthmore			\$268.41	Additional Siding and Trim
COR #79	Additional Siding and Trim Unit #2328 Swarthmore Supplemental to COR#50			\$410.03	Additional Siding and Trim Supplemental

COR #80	Fence Repairs Unit #2328 and 2330 Swarthmore			\$3,514.53	Additional Fence Repairs
COR #81	and Trim Unit #2330 Swarthmore Supplemental to COR#51			\$1,073.63	Additional Siding and Trim
COR #82	Additional Siding and Trim Unit #507 DB			\$6,098.73	Additional Siding and Trim
COR #83	Additional Siding and Trim Unit #509 DB			\$3,365.49	Additional Siding and Trim
COR #84	Additional Siding and Trim Unit #511 DB			\$4,860.60	Additional Siding and Trim
COR #85	Fence Repairs Unit #507-#511			\$4,018.39	Additional Fence Repairs
COR #86	Additional Siding and Trim Unit #607 DB			\$2,189.80	Additional Siding and Trim
COR #87	Additional Siding and Trim Unit #609 DB			\$3,307.69	Additional Siding and Trim
COR #88	Additional Siding and Trim Unit #611 DB			\$4,985.85	Additional Siding and Trim
COR #89	Additional Siding and Trim Unit #613 DB			\$3,895.26	Additional Siding and Trim
COR #90	Additional Siding and Trim Unit #615 DB			\$6,356.02	Additional Siding and Trim
COR #91	Fence Repairs Unit #607-#615			\$8,247.43	Additional Fence Repairs

COR #92	Additional Siding and Trim Supplemental Unit #409 DB			\$1,283.13	Additional Siding and Trim
COR #93	Additional Siding and Trim Supplemental Unit #411 DB			\$1,160.40	Additional Siding and Trim
COR #94	Fence Repairs Unit #409-#411 DB			\$6,669.16	Additional Fence Repairs
COR #95	Additional Siding and Trim Supplemental Unit #501 DB COR#69			\$1,784.30	Additional Siding and Trellis Repairs
COR #96	Additional Siding and Trim Supplemental Unit #409 DB COR#92			\$269.57	Additional Trellis Repairs
COR #97	Additional Siding and Trim Supplemental Unit #2314 SM COR#26			\$1,044.72	Additional Siding and Trim Repairs (PEST REPORT)
COR #98	Additional Siding and Trim Supplemental Unit #2322 SM COR#67			\$810.90	Additional Siding and Trim Repairs (EXPOSED BY PRESSURE WASHING)
COR #99	Additional Siding and Trim Supplemental COR#69 Unit #501 DB			\$3,285.35	Additional Siding and Trim
COR #100	Additional Siding and Trim Supplemental COR#71 Unit #505 DB			\$422.06	Additional Siding and Trim
COR #101	Fence Repairs Unit #501-#505			\$6,215.69	Additional Fence Repairs

COR #102	Additional Siding and Trim Supplemental COR#93 Unit #411 DB			\$904.82	Additional Siding and Trim
COR #103	Additional Siding and Trim Unit #813 DB			\$5,736.56	Additional Siding and Trim
COR #104	Additional Siding and Trim Unit #815 DB			\$5,780.04	Additional Siding and Trim
COR #105	Fence Repairs Unit #813 DB			\$1,832.26	Additional Fence Repairs
COR #106	Additional Siding and Trim Unit #701 DB			\$1,775.43	Additional Siding and Trim
COR #107	Additional Siding and Trim Unit #703 DB			\$3,806.71	Additional Siding and Trim
COR #108	Additional Siding and Trim Unit #705 DB			\$9,693.34	Additional Siding and Trim
COR #109	Additional Siding and Trim Unit #707 DB			\$6,474.95	Additional Siding and Trim
COR #110	Additional Siding and Trim Unit #709 DB			\$2,152.87	Additional Siding and Trim
COR #111	Fence Repairs Unit #701-709 DB			\$14,077.79	Additional Fence Repairs
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

COR #217	Additional Siding and Trim Unit #1107 DB Supplemental to COR#194			\$589.29	Additional Siding and Trim
COR #218	Fence Repairs Unit #1105 DB			\$1,790.44	Additional Fence Repairs
COR #219	Additional Siding and Trim Unit #1431 Commons Supplemental to COR#204			\$1,055.13	Additional Siding and Trim
COR #220	Additional Siding and Trim Unit #1433 Commons Supplemental to COR#205			\$834.48	Additional Siding and Trim
COR #221	Additional Siding and Trim Unit #1108 Dunbarton	\$7,338.62			Additional Siding and Trim
COR #222	Additional Siding and Trim Unit #1106 Dunbarton	\$4,409.00			Additional Siding and Trim
COR #223	Additional Siding and Trim Unit #1417 Commons	\$5,520.91			Additional Siding and Trim
COR #224	Additional Siding and Trim Unit #1110 Dunbarton	\$7,631.01			Additional Siding and Trim
COR #225	Fence Repairs Unit #1106-1110 DB	\$11,981.14			Additional Fence Repairs
TOTALS		\$36,880.68	\$18,710.08	\$650,408.61	
TOTAL ORIGINAL CONTRACT AMOUNT				\$822,857.00	
TOTAL ADJUSTED CONTRACT AMOUNT				\$1,473,265.61	

September 2023 Work Order Report.pdf



Work Orders Nepenthe Association

WO#: 1170056	Status: Open	Progress Code: Request Sent
Unit/Common Area: 1423 Commons Dr		Category: Tree Maintenance
Date Created: 09/27/2023	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Grove The tree at 1423 Commons is in decline and should be removed. this tree was inspected and is in agreement. The tree is planted close to the backflow and valves which will create future irrigation issues. Please remove the tree thanks		
Notes:		
<hr/>		
WO#: 1169467	Status: Open	Progress Code: Received
Unit/Common Area: 406 Elmhurst Cir		Category: Irrigation
Date Created: 09/25/2023	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Carson; Main water line is broken. Water is leaking please fix thanks		
Notes:		
<hr/>		
WO#: 1168166	Status: Open	Progress Code: In-Progress
Unit/Common Area: 1215 Vanderbilt Way		Category: Handyman
Date Created: 09/18/2023	Date Completed:	Vendor:
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Marcus Please check the gate and see if any temporary repairs can be done. He is in phase 2 for repair Thanks ***** 9/20/23-called, no answer 9/21/23-" " 9/22/23- no answer		
Notes:		



Work Orders
Nepenthe Association



Work Orders Nepenthe Association

WO#: 1167909	Status: Open	Progress Code: On hold for further verification
Unit/Common Area: 806 Dunbarton Cir		Category: Landscape Removal Only
Date Created: 09/18/2023	Date Completed:	Vendor:
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: There is a crepe myrtle sapling now growing quite well in the rocks behind my back fence. The rocks are there because the sewer beneath them was replaced. If the tree is left to grow it may damage the sewer line. It is a healthy plant and I hope Carlson can find a nice place to replant it. But it should be removed.		
Notes:		
WO#: 1166592	Status: Open	Progress Code: Received
Unit/Common Area: Zone 2 Landscape		Category: Landscape
Date Created: 09/11/2023	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Please evaluate the irrigation/drainage at the front of 2263 and 2261 Swarthmore Dr.		
Notes:		
WO#: 1165814	Status: Open	Progress Code: Request Sent
Unit/Common Area: 2 COLBY Ct		Category: Dry Rot
Date Created: 09/07/2023	Date Completed:	Vendor: Critical Path Reconstruction Inc
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Please check dry rot under living room window, west of the front door. Also please check check the dry rot under the small window in the back yard. Please let the office know if this wait till phase repair Thank you		
Notes:		



Work Orders Nepenthe Association

WO#: 1165740	Status: Open	Progress Code: Request Sent
Unit/Common Area: Zone 5 Landscape		Category: Tree Proposal
Date Created: 09/07/2023	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Grove The board of directors has approved tree work proposal for zone 5 NTE \$56,170.00 Thanks		
Notes:		
<hr/>		
WO#: 1165736	Status: Open	Progress Code: Request Sent
Unit/Common Area: Zone 2 Landscape		Category: Landscaping
Date Created: 09/07/2023	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Carson The board of directors has approved the zone 2 Vanderbilt Wy, 1118 , NTE \$615.00. Remove Stump Install topsoil Blend and install 2 Nandima Domestica Add irrigation Install Walk on bark Thanks		
Notes:		
<hr/>		
WO#: 1165732	Status: Open	Progress Code: Request Sent
Unit/Common Area: Zone 4 Landscape		Category: Landscape proposal
Date Created: 09/07/2023	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Carson The board of directors has approved the zone 4-Commons Dr 1423 proposal, NTE \$765.00 Thanks		
Notes:		



Work Orders Nepenthe Association

WO#: 1165726	Status: Open	Progress Code: Request Sent
Unit/Common Area: General		Category: Roof
Date Created: 09/07/2023	Date Completed:	Vendor:
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: Bailey Boys The Board of Directors has approved to clean roof and gutters for first cleaning NTE \$64912.00 Thanks		
Notes:		
WO#: 1165151	Status: Open	Progress Code: Request Sent
Unit/Common Area: 1005 Vanderbilt Way		Category: Roof
Date Created: 09/05/2023	Date Completed:	Vendor: ADVANCED ROOF DESIGN INC
Schedule Completion Date:		
Assigned To:	Phone:	Fax:
Description: advance roof please inspect and repair the roof by the bedroom facing Vanderbilt way thanks		
Notes:		
--9/11/2023 2:51:42 PM by DFavichia : Received e-mail from homeowner John on 9.10.23 stating that the roofers were out on Friday and reported that they repaired the potential cause of the leak. Owner also inquired about HOA Insurance coverage for interior damage. Responded to e-mail on 9.11.23.		

Architectural Review Committee Minutes September 2.pdf

NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES
Thursday, September 14, 2023

September 14, 2023, Thursday, at 5:30 pm, conducted in person only.

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

Members absent: Lee Blachowicz.

Also present: Markus Dascher, Board Liaison.

Meeting was convened at 5:30 pm.

A. Introductions.

B.1. Homeowner requests not voted on:

1. **2316 Swarthmore Drive** – A front door is requested for this 4400 model. A two-panel front door is requested, in a departure from the style specified in the ARC Guidelines, the original flush door style. It is the ProVia “Heritage 002-Style Smooth [texture] Fiberglass Entry Door” (36” x 80”) in black color pre-hung in a aluminum FramerSave Frame” in coal black color. An ProVia Decorator 590 Full View all-glass storm door” (36” x 80”) (<https://www.provia.com/doors/storm-doors/decorator/>) is also requested, of a black frame surrounding clear glass. Both are manufactured by ProVia, of Sugarcreek, Ohio. The contractor is to be Hall’s Windows. We are waiting for information from the homeowner or contractor.

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

2. **807 Dunbarton Circle** – In this 3300 model, requested is the installation of a motorized KE Bella Plus retractable awning, of dimensions 15 feet wide and 8 feet 6 inches projection, with a Sand-colored (a medium tan hue) frame and full (storage) cassette. The fabric is to be Sunbrellas’s Silica Silver 4862, a beige color. The awning will have no valance. The awning will be mounted to the exterior siding on the exterior wall of the kitchen above the kitchen window and patio sliding door. The contractor is to be Goodwin-Cole Tents & Awnings.
Approved with Conditions: Any damage to the siding or structure resulting from installation or operation of this awning will be the responsibility of the homeowner to pay for during the life of this awning product.
3. **1333 Commons Drive** – Replacement gas line installation is requested in this 2300 Model to replace an existing gas line damaged by last winter’s storms.

Approximately 50' of gas line will be run from the gas meter to the connection at the fireplace via boring under the concrete patio. A permit will be obtained from the city. USA markings will be requested before the work. The contractor is to be The Trenchless Company.

4. **2316 Swarthmore Drive** – A front door is requested for this 4400 model. A two-panel front door is requested, in a departure from the style specified in the ARC Guidelines, the original flush door style. It is the ProVia “Heritage 002-Style Smooth [texture] Fiberglass Entry Door” (36” x 80”) (<https://www.provia.com/doors/entry-doors/heritage/>) in black color pre-hung in a aluminum Framersave Frame” in coal black color. An ProVia Decorator 590 Full View all-glass storm door” (36” x 80”) (<https://www.provia.com/doors/storm-doors/decorator/>) is also requested, of a black frame surrounding clear glass. Both are manufactured by ProVia, of Sugarcreek, Ohio. The contractor is to be Hall’s Windows.
5. **28 Adelphi Court** – Windows replacement in this 1400 Model. All windows and patio doors are to be replaced using Alpine windows. This is the same product and model(?) and contractor as those approved for 206 Dunbarton in Feb., 2022; also, two Alpine windows were approved for 411 Dunbarton in Jan., 2018. Post-meeting voting was conducted by email on September 18, with all four members able to participate voting to approve. **Approval Recommended.**
6. **711 Dunbarton Circle – Liza Tafoya** – In this 2200 model, requested is the installation of a motorized KE Bella Plus retractable awning, of dimensions 14’ 10” wide and 11’ 9” inches projection, with a Sand-colored (a medium tan hue) frame and (storage) cassette. The fabric is to be Sunbrellas’s Hogan Sparrow 4695, which appears a grayish color. The awning will have no valance. The awning will be mounted to the exterior siding above the dining room window and front door just under the exposed beams, in order to shade the entrance patio. The contractor is to be Goodwin-Cole Tents & Awnings. Post-meeting voting was conducted by email on September 20, with all four members able to participate voting to approve. **Approved with Conditions: Any damage to the siding or structure resulting from installation or operation of this awning will be the responsibility of the homeowner to pay for during the life of this awning product.**

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

1. **1179 Vanderbilt Way** – Emergency replacement of the HVAC system along with fence modification is requested in this 7000F model: The HVAC replacement request is being voted on separately from the fence modification.

A: HVAC system: install a new 3.0-ton, 15-SEER Carrier Comfort split heat pump and air handler. The existing refrigerant line set is to be re-used, per homeowner, and no new external control wiring is required. The outdoor heat pump compressor is to remain in its original location. The contractor is to be

Garick AC Service. Voting was conducted by email on September 9, with all members voting yes. **Emergency Approval was Granted on September 9, 2023.**

B: Fence modification: The new outdoor condenser is of dimensions 31” L x 31” W to go into a space 40” wide between external wall and fence. In order to obtain the required airflow, the contractor suggests creating open “slats,” that is, space between the boards in the lower half of the backyard fence. The fence is Nepenthe’s replacement style with all boards identical. For a run of 7 vertical slat boards, the vertical slats would be cut under the horizontal support beam and above the lower horizontal beam and removed; and replaced with narrower slats that would create 6 1”-wide openings between the new slats. On the outside of the fence, there are two bushes about 36” high that would help to screen these new “open slats” so that they would be relatively unobtrusive. In previous fence modifications of this type, where every other slat was removed, mesh was placed over the openings, but for this modification, no mesh covering is planned. Nepenthe requires its own fencing contractor to do all work on its fences, so CPR would do the work at the homeowner’s expense. The ARC will take an advisory vote and submit that recommendation to the Board of Directors for it to make the final decision. **Approval Recommended.**

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

C. Old Business:

1. **Updating the ARC “Rules” and associated forms :** Waiting for Rules to be returned from attorney.
2. **616 Elmhurst** – The homeowner desires a trellis replacement, with unknown changes. Attempts to communicate via email or phone have not produced usable information. Would any members join me in going over to see her patio and learn the special needs she has?

D. New Business:

1. 1. Community Rules updating. No progress.
2. Who will act as secretary at October’s meeting?

E. Estoppel Inspections: Alan has performed several.

F. Notices of Completion: Alan signed several.

Meeting adjourned at 6:17 pm.

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

Outreach Committee Meeting Minutes September 2023..pdf

Nepenthe Outreach Committee Meeting Minutes
September 13, 2023
4:00PM
Nepenthe Clubhouse

Present:

Marcy Best, Chair

Gerry Gelfand

Ann Bennett

Marie-Louise Nelson Graves

Nancy Arndorfer

Theresa McCrackin

Bonnie Jacobsen

Carol Duke

Joan Barrett, Secretary

Not Present:

Cheryl Nelson, Board Liaison

Joyce Earl

Hallie Henle

Pat Furukawa

Jan Beale

Visitor

Yvonne Delbiaggio

The meeting was called to order at 4:00pm by chairperson, **Marcy Best**.

The minutes from the August 9, 2023 meeting were accepted unanimously as written,

Old Business

New Residents Hallie sent an email with the information about the one new neighbor in the last month who has received a welcome packet.

Treasurer's Report

Marcy updated the committee as to the progress in setting up a clear and simple accounting with the office; details remain unresolved but are in the works.

As of July 2023, Outreach had \$1260.00 in the account.

Neighbor to Neighbor deposited \$425.00 in the Outreach account.

The Saturday Coffee Kitty produced \$409.00 for Outreach

Jazz at the Pool netted \$358.00 for Outreach

The Costco card has a current balance after the wine purchased for Jazz of \$357.13

Total current balance is \$2,809.13

Bingo Night

Bonnie said that she would like some help with set up at 6:00PM that evening before the event starts at 7:00PM. **Peter Klein** has volunteered to assist and **Ann** will ask Gordon Herscher if he is available. **Bill White** has volunteered for helping in the past, he will be contacted about the September 23rd event.

Hallie had inquired about providing snacks for the Bingo Night, **Bonnie** said that she appreciated the offer but they have completed arrangements for the light refreshments.

Jazz at the Pool

Marcy reported that the evening was a great success and generated \$780.00 in revenue before expenses for wine and plastic glasses. Everyone liked the Howlin' Alan Band.

New Business

Halloween

The Hayride is scheduled for 10/28/23 along with the Trunk or Treat. The Decoration Committee consisting of **Bonnie, Cheryl, Joan and Marcy** will meet closer to the end of September.

Nancy will seek sponsors again this year. There were 4 sponsors last year and **Nancy** asked that the sponsor names be more prominent this year. **Joan** suggested that the sponsors' names be identified by signs on scarecrow figures on the hay wagon or on stakes near the pick up site for the hay ride. **Marcy** said that there were scarecrow figures stored in the Dunbarton closet for this use.

Marie-Louise, Bonnie, Yvonne and **Ann** (if available) have volunteered to assist with the Halloween duties. **Marie-Louise** will ask **Carol Ross**, a longtime resident, for assistance with face painting.

There was a discussion about the tickets for the hayride and providing sponsors for about 11 Afghan children and their parents for tickets. **Gerry and Theresa** volunteered

to sell tickets at \$5.00 each. The committee was reminded of **Cheryl's** commitment of \$1,000./year to help maintain the Campus Commons Playground.

Trunk or Treat will also be on October 28th, from 3:00-5:00PM. **Cheryl, Marcy, Bonnie, Carol, Peter Klein and Joan** have volunteered to decorate their vehicles for distributing candy to the children from the Clubhouse parking circle. There is room for more vehicles so more volunteers can come forward,

Donations of wrapped candy can be left at the clubhouse up until October 14th.

Holiday Party

Theresa confirmed that the master calendar has the dates secured for the Outreach events through the Holiday Party on December 9th, from 6:00-9:00PM.

Ticketing for the event was discussed with no resolution at this time but the budget appears to be on target for providing a cost-free party for attendees.

New York New Years Eve

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

Drafts

Marcy presented a draft of the Financial Transactions information sheet for the committee's perusal. Procedures for spending and being reimbursed are addressed. The comments on the draft can be made to **Marcy** by email.

Joan distributed a draft of a form for use as a recap report to capture information and procedures to follow up on events. **Theresa** has made a report on the Parking Lot Sale and will submit that report to contribute to the intelligence gathering.

Meeting adjourned at 5:00PM

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, October 11, 2023 at 4:00PM - Nepenthe Clubhouse.

Finance Committee Meeting Minutes September 2023.p.pdf

Minutes – Finance Committee Meeting

September 25, 2023, 4:30 pm

Present at last meeting: Will Vizzard (m), Tara Zimmerman Foust (m), Nina White (m), Susan Timmer (m), Dusty Favichia (Manager), Andi Helms (First Service), Bill Henle (Board liaison); Observers: Peter Pelkofer, Karen Lowrey, Ashley Tangeraas.

- 1) Approval of July minutes – Approved via email. Link to Zoom recording of meeting: <https://nepenthehoa.com/finance-committee/>
- 2) Homeowner comments/questions
- 3) News, updates from the Board or from Management
 - a. Siding project updates and forecast- Mr. Henle stated that Phase 1 of the Siding and Painting project is approximately 50% complete and close to 100% over budget. Phase 1 is expected to be completed March/April 2024 with a projected total cost of approximately \$2.1m. Estimates for Phases 2 and 3 put costs at in the range of \$2.5m each. Completion of the siding project is estimated to be March 2027. For this year, additional 2023 Phase 1 expenditures are estimated to be approximately \$836K for siding and fencing and \$153K for painting. For 2024, expenditures for the remainder of Phase 1 and a portion of Phase 2 are estimated at \$1.0 m for siding, \$313K for fencing, and \$330K for painting.
 - b. Operations budget- Mr. Henle shared a draft of the operations budget for Finance Committee (FC) review and comments.
 - i. Utilities- Water: FC members noticed that residential water usage costs had not been added to this budget. Ms. Helms said that she had spoken to a representative from the city and that they explained the process involved in migrating residents over to the community meters. They will migrate sections of the community over one at a time, after they have entered residents' information into their database connecting them to specific community meters. They anticipate the process will not take place until March or April 2024. They will be sending out information to residents about the process beginning in November or December.
 - ii. Landscape: Mr. Henle disclosed that the 4% increase in the landscaping contract is an estimate and that the Board is considering a fixed increase of 8% over a 3-year period, which would be a savings for the HOA. Some FC members thought it might be hard for residents to handle an 8% increase next year, even if there were no increase in subsequent years. Ms. White wanted to make sure that a 30-day out clause was included in the contract. Mr. Henle assured her that it was and that this was common practice. Ms. White also asked about whether it made sense to go out to bid again for landscaping. Mr. Henle did not think going out to bid would be a good move for the HOA, since there are very few companies that can manage a job as

big as Nepenthe and because it costs us so much to change vendors, both financially and in continuity of landscaping care

- iii. Common Area: Transient cleanup- FC members largely did not approve of budgeting for transient cleanup in operations and recommended looking more closely at security options. Different solutions under consideration were discussed and FC members were interested to know what the ILS would recommend.
- iv. Common Area: Repairs and Maintenance- FC members noted that costs of Repairs and Maintenance had increased for 2024. Mr. Henle explained that management staffing had changed, such that we no longer have a facilities technician on site but will be contracting with a 3rd party for such work as needed. Correspondingly, management staffing costs have decreased for 2024.
- v. Administration: Taxes- FC members disagreed with budgeting for taxes from Reserves in the Operations budget. Ms. Foust explained her reasoning for not including taxes as line items in a separate email (attached). Mr. Henle agreed that it would be best to remove them from the Operating Budget and that he would review accounting for interest on reserves and tax estimates with Ms. Foust.
- vi. Insurance: Mr. Henle noted Nepenthe's general insurance policy which renews in October has a premium increase of \$59k over the prior year's policy which was not unexpected given the challenges of the insurance industry in California. He also noted the policy deductible was unchanged at \$25k. With regard to flood insurance he anticipated the premium to increase for the next year but did not know how much the increase would be. The numbers included in the budget represented the greatest possible increase allowed by law: 18%. Mr. Henle said they should receive the premium quote sometime in November. Ms. White expressed concern about First Service being listed as a mortgagee and wondered how that would affect homeowners.

4) Old business:

a. Updating reserve study (running list)

- i. Updating siding - Mr. Vizzard ran rough numbers to get an estimate of our future savings on siding replacement using an 6 year cycle and 25% reductions to accommodate the need to still replace trim, which is not fabricated from Duratemp. He found the following cost reductions (cost estimates attached):
 - 1. In 6 yrs- costs will be reduced to 78% of those estimated
 - 2. In 12 yrs, costs will be reduced to 63% of those estimated
 - 3. In 18 years, costs will be reduced to 51% of those estimated
- ii. Painting cycles- Painting cycles will need to be coordinated with siding cycles.
- iii. Tennis court resurfacing- The ad hoc committee looking into the needs for tennis court maintenance found that procedures have changed since the last

time the reserve study was done. We need to ask Browning to adjust costs-eliminating resealing, using an 8-year cycle, and cutting the cost of resurfacing according to current industry costs/standards.

- 5) New business:
 - a. August financials – Ms. White noted that there was a billing for \$1,485 on page 35 of the Disbursement ledger that had an incorrect GL code. She also noted that legal services in February had just been paid in July. Ms. Favichia told her that there had been some irregularities with their invoicing procedures.
 - b. Reserves– No questions
- 6) Homeowner questions/comments: Ms. Lowry asked whether any analysis of information about water and labor savings from the Landscaping Pilot project would be forthcoming, thinking that this might inform decisions about landscaping planning.
- 7) Next meeting- October 23, 2023, 4:30 pm

Bill,

The taxes due should not be estimated based on the interest income – it should be estimated based on the NET INCOME (or LOSS) of the combination of the Operation and Reserve.

The estimate is almost 5 times what the tax liability has been since at least 2019. Unless the HOA is going to net a \$475K GAIN for this calendar year (meaning we have collected or earned \$475K more than what has actually gone out in expenses for reserves and operating), then the estimate is significantly over stated.

I might suggest reviewing the prior year tax return to better understand the components of the taxable income. I'm certain happy to walk you or the committee through that.

Of note, Browning's Reserve study DOES NOT consider or budget interest income when arriving at the contribution amount per Lot per Month to the reserves. (I'm attaching for reference the Calendar 2023 reserve Study. Please refer to page 193 for the current contribution amount of \$318 per lot per month).

On a monthly basis, the following is how I've understood the process to "book" or record interest income and then move it to the reserve/Member's Equity/General Reserve Fund Balance: (This is based on the financial packets sent and the entries provided in supporting backup)

1. Interest income is recorded in the Operating Account (Accounts #14162 and #14163 ←This last one is for "Reserve Interest Revenue") based on investment statements (Recorded in Accounts 21140,21141,21142,21144,21145,21149,21150,21157)
2. The interest that should be allocated to the reserves is then booked as an EXPENSE (to remove from operating) in Account #19803.
3. And then it is booked into the Reserve account #23103 (which increases our reserve/Member's Equity/General Reserve Fund Balance)

DR: (Would show on Balance sheet, Asset) Interest from Investments (various 21### accts) \$50,000

CR: (Operating Account Revenue, Operating Income Statement) Reserve Interest Revenue (#14163) \$50,000

DR: (Operating Account Expense, Operating Income Statement) General Reserves Interest (#19803) \$50,000

CR: (General Reserves Account) Reserve Interest Revenue (#23103) \$50,000

On the OPERATIONS budget side, since (as noted above), the Interest earned is recorded as Revenue (#14163) and an offsetting expense #19803), the net impact on the OPERATING accounts is ZERO. For reference (and not the final adopted, but materially close), is the 2023 Budget Draft. In that draft, you can see the highlighted IN and OUT in the actuals (which is net zero) (Page 1), and nothing budgeted for Monthly Unit Cost...and this one ends with a net per unit monthly cost of \$259.78 (bottom of page 3).

So the LONG of this is, if we budgeted with 100% accuracy in the Operations and Reserve account, we would have a net gain equal to the Interest Income...and THEN that may then result in a higher tax due. HOWEVER, since we know budget is a guideline and we have typically very little net income....resulting in a lower tax liability.

I hope this makes sense.

While I know there are other things to talk about – I will not be able to provide an affirmative vote for a budget draft for FY24 that has the Taxes as proposed. Unless the CPA can validate, I have a very large concern that it alone results in an almost \$20 increase.

I'll see everyone this evening.

Tara

Fairchild, Peter_Landscape Improvement Request 09..pdf

Dusty Favichia

Subject: FW: Service Request

From: peter fairchild
Sent: Friday, September 15, 2023 11:41 AM
To: Nirmal Dhesi <nirmal.dhesi@fsresidential.com>
Subject: Fw: Service Request

Nirmal, as we just discussed, please forward this request, initially made to the Grounds Committee, to the Board of Directors for their consideration. Thank you.

----- Forwarded Message -----
From: peter fairchild
To: "nirmal.dhesi@fsresidential.com" <nirmal.dhesi@fsresidential.com>
Sent: Thursday, August 24, 2023 at 02:10:24 PM PDT
Subject: Fw: Service Request

Nirmal, please forward this message to Nepenthe's Board of Directors for its consideration, as you suggested, of my request to install landscaping at the front entrance to Drive for the purpose of providing privacy for my tenant residing there.

----- Forwarded Message -----
From: peter fairchild
To: Nirmal Dhesi <nirmal.dhesi@fsresidential.com>
Sent: Friday, August 4, 2023 at 10:52:26 AM PDT
Subject: Re: Service Request

Nirmal, please tell the Grounds Committee, etc. that I'd like to discuss this matter further. First, to be clear, I do not seek to have any standard changed. Rather, I simply request, within the existing standards, that landscaping be installed in front of the entrance of Drive that affords privacy to my tenant, . At present, she reports, neighbors passing by tend to gaze, perhaps naturally enough, into her residence. Unfortunately, as matters now stand, her only recourse is to keep her shades drawn -- an alternative which is, I'm sure all would agree, hardly acceptable. Accordingly, in the interest of privacy, as well as conformity, this request envisions nothing more than a layered screening using the variety of plants already present in the adjacent commons -- and most definitely not a hedge, not a mass planting, nor anything out of keeping with landscaping throughout the neighborhood.

On Tuesday, July 18, 2023 at 11:54:01 AM PDT, Nirmal Dhesi <nirmal.dhesi@fsresidential.com> wrote:

Hello Peter

In response to your landscape request, your Grounds Committee zone stewards, Board Liaison and Management, viewed your unit during a recent zone walk. The stewards have determined that your current landscape meets community standards and will not be recommending changes at this time. Please be assured that all areas are regularly reviewed and, if landscaping falls below community standards, the issue is reported to Management.

Blomer, John_Landscape Improvement Request 09.06.2.pdf

Dusty Favichia

From: John Bloomer
Sent: Wednesday, September 20, 2023 9:46 AM
To: Dusty Favichia
Subject: Fwd: FW: Johns letter
Attachments: image001.jpg; image002.jpg; image003.png; image003.png; image001.jpg; image002.jpg

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

----- Forwarded message -----

From: John Bloomer
Date: Wed, Sep 6, 2023 at 1:43 PM
Subject: Fwd: FW: Johns letter
To: Nepenthe Association <Nepenthe.HOA@fsresidential.com>

Dear Board of Directors:

On September 19, 2022 I submitted a service request asking that the front part of our property at 812 Dunbarton Circle be improved with lvy or stone to cover about 60 feet of clay soil that has become exposed and is very unsightly. Several weeks ago I drew Dusty's attention to the fact that I had not had a response to my request. She drew my attention to an August 15 note (attached) stating that the Zone Stewards had approved the changes and had forwarded the request on to you.

I am writing to follow up and ask your approval so that landscapers can move ahead and take advantage of this wonderful fall growing season.

Do not hesitate to call me at _____ if you have questions or wish to advise on status. .

Thank you.

----- Forwarded message -----

From: Nirmal Dhesei <Nirmal.Dhesei@fsresidential.com>
Date: Tue, Aug 15, 2023 at 12:30 PM
Subject: FW: Johns letter
To: _____
Cc: Dusty Favichia <Dusty.Favichia@fsresidential.com>

NIRMAL DHESI
Assistant Community Manager
Direct 9169298380

From: Nirmal Dhesi

Sent: Friday, August 11, 2023 3:22 PM

Hello John

The Grounds Committee, Zone Stewards, Board Liaison and Management reviewed your landscape request during a zone walk. The stewards recommended improvements that conform with the Nepenthe Vision Plan and the approved plant palette. Grounds recommendations are evaluated and ranked in order of defined standards. The ranked recommendations will be forwarded to the Board for their consideration with all other expenses. You will be notified of the Board's decision.

NIRMAL DHESI

Assistant Community Manager

Nepenthe Association

1131 Commons Drive | Sacramento, CA 95825

Direct 9169298380

Email Nirmal.dhesi@fsresidential.com

<https://nepenthehoa.com>

24/7 Customer Care Center: 800.428.5588

[Website](#) | [Facebook](#) | [LinkedIn](#) | [YouTube](#)

NEP 2023-9-6 Open Session Minutes.pdf

NEPENTHE ASSOCIATION

Open Session Nepenthe Board of Directors

September 6, 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

Directors Absent

CHRISTINA GEORGE - Member at Large

Additional Attendees

Dusty Favichia, General Manager, FirstService Residential Management, Inc.

I. CALL TO ORDER

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

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

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 provided a verbal report in addition to the minutes provided. The Board accepted the minutes as submitted by each Committee with the exception of the Finance Committee that did not meet in August.

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 all correspondence received and will respond accordingly.

VII. CONSENT CALENDAR

Resolved

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

Motion: CHERYL NELSON

Second: WILLIAM HENLE TRUSTEE

AYEs: JACQUELYN GREBITUS, 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 August 2, 2023, open forum can be found in the published board packet for this meeting, September 6, 2023, on the Nepenthe Website.

IX. NEW BUSINESS

A. GROUNDS COMMITTEE MEMBER - NEW APPLICATION

Resolved

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

Motion: WILLIAM HENLE TRUSTEE

Second: CHERYL NELSON

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

NAYs: None

► **Resolved**
The motion passed

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 October 4, 2023, at 6:00 pm.

XII. ADJOURN

The meeting adjourned at 6:49 pm.

APPROVED

DATE

DRAFT

NEP 08-2023 Financials_Abbreviated.pdf

NEPENTHE ASSOCIATION
CASH BASIS FINANCIAL STATEMENTS
FOR THE MONTH AND EIGHT MONTH(S) ENDED
AUGUST 31, 2023

CONTENTS

FINANCIAL SUMMARY REPORT	
CASH FLOW REPORT	
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INCOME STATEMENT FOR 12 MONTHS ENDING	EA
SUB ACCOUNT LEDGER	FA
GENERAL LEDGER	F
TRANSACTION REGISTER	G
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DISBURSEMENTS REPORT	I
CHECK HISTORY REPORT	J
BANK RECONCILIATIONS	

THE ACCOMPANYING FINANCIAL STATEMENTS ARE SUBJECT TO AUDIT
AND ARE ONLY INTENDED FOR THE ASSOCIATION'S INTERNAL USE.

PREPARED BY:



Nepenthe's Year To Date Cash Flow

Source	Operations	Reserves
Beginning Balance 1/1/2022	125,828	11,113,960
Plus		
Income	3,516,175	
Reserve Investment Income		375,758
Contributions to Reserves		2,044,502
Pending Reserve Expense		196
Percent Funded Per 2020 Reserve Study		
Accounts Payable	278,736	
Processing Fees		
Due from Vendor		
Due from Reserve		
Less		
Operating Expenses	(1,323,869)	
Reserve Funding	(2,044,502)	
Reserve Expenses		(2,280,842)
Pending Reserve Transfer		
Due from Vendor		
Due to Operating	(15,500)	
Prepaid Insurance		
Processing Fees		
Receivable from Management	(900)	
Ending Balance 8/31/2023	525,173	11,173,343

Budget Report

Actual Income - Year-to-date	\$ 3,891,973.74
Budgeted Income - Year-to-date	<u>\$ 2,733,272.00</u>
Produced a positive Year-to-date income variance of	\$ 1,158,701.74
Actual Expenses and Reserve Contribution - Year-to-date	\$ 3,744,168.74
Budgeted Expenses and Reserve Contribution - Year-to-date	<u>\$ 2,733,272.00</u>
Produced a negative Year-to-date operating expenses variance of	\$ (1,010,896.74)

The two combined variances produced a positive Year-to-date variance of \$ 147,805.00

Other Information

Unpaid assessments at	8/31/2023	were: \$ 26,384.05
Prepaid assessments at	8/31/2023	were: \$ 82,129.64

NEPENTHE ASSOCIATION
Financial Summary



Fiscal Year End: December 31, 2023

For the Month Ended: August 31, 2023

CASH SUMMARY

	This month	Last Month	Change in Cash	
Operating cash	525,172.79	290,235.37	Increase in Cash	234,937.42
Reserve cash	11,173,342.72	11,536,666.96	Decrease in Cash	(363,324.24)
Adj Operating Cash (see note 1)	443,043.15	226,087.59	Increase in Cash	216,955.56
Average budgeted expenses / month	341,659.00			
Average # of months of available cash	1.54			
Percent Funded Per 2018 Reserve Study	186.0%			

ASSESSMENT SUMMARY

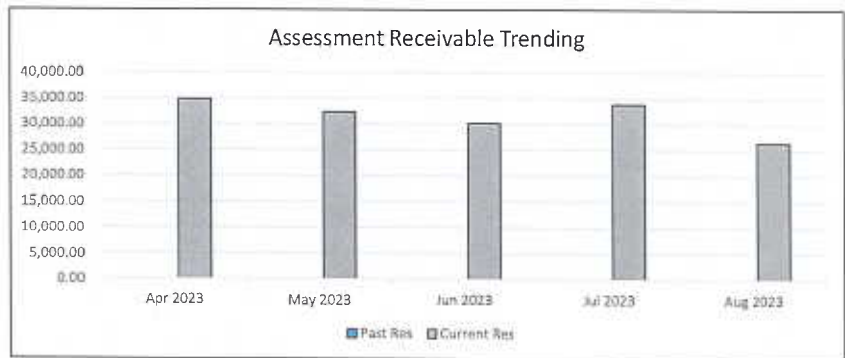
Prepaid Utilities	
Monthly Assessment Budget	337,480.00
Assessment Cash Received	366,387.43

Total Assessments Receivable	
0-30 days late (see note 2)	0.00
31-60 days late	7,988.45
61-90 days late	4,060.10
over 90 days late	14,335.50
Total Assessments Due	26,384.05

Other Receivable	39,977.77
Total Owners Receivable	66,361.82

Past Residents Assessments Rec.	0.00
---------------------------------	------

Prepaid Assessments	82,129.64
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OPERATING SUMMARY

Category	August Expenses	YTD Expenses	YTD Budget	YTD Variance	Negative YTD Variances > \$2000
Utilities	10,361	95,682	74,776	(20,906)	
Landscape	45,100	373,880	365,024	(8,856)	
Common Area	8,346	92,153	109,200	17,047	WN\$POUT
Management/On-Site Admin	65,465	419,496	340,904	(78,592)	
Insurance	42,837	342,699	342,400	(299)	
Total Operating Expenses	172,109	1,323,910	1,232,304	(91,606)	Spending overbudget year-to-date
YTD Profit/(Loss)		147,805			

RESERVE SUMMARY

Contribution to Reserves this month:	0.00	Reserve Disbursements this month:	308,778.36
Contribution to Reserves Year-to-Date:	2,044,501.63	Reserve Disbursements Year-to-Date:	2,280,841.89
Interest on reserve funds Year-to-Date:	375,757.55		

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
08/31/2023

09/12/2023 1:01 PM 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
<u>CASH AND INVESTMENTS</u>		
OPERATING ACCOUNT FUNDS	525,172.79	290,235.37
PETTY CASH	150.00	150.00
RESERVE ACCOUNT FUNDS	<u>11,173,342.72</u>	<u>11,536,666.96</u>
TOTAL CASH AND INVESTMENTS	11,698,665.51	11,827,052.33
<u>OTHER ASSETS</u>		
DUE TO OPERATING	(15,499.74)	(15,499.74)
DUE FROM RESERVES	15,499.74	15,499.74
UNFUNDED RESERVES	375,242.00	187,621.00
RECEIVABLE FROM MANAGEMENT	900.00	900.00
TOTAL OTHER ASSETS	<u>376,142.00</u>	<u>188,521.00</u>
TOTAL ASSETS	<u><u>12,074,807.51</u></u>	<u><u>12,015,573.33</u></u>
<u>LIABILITIES</u>		
ACCOUNTS PAYABLE	278,736.00	247,269.00
UNFUNDED RESERVES	<u>375,242.00</u>	<u>187,621.00</u>
TOTAL LIABILITIES	653,978.00	434,890.00
<u>MEMBERS EQUITY</u>		
GENERAL RESERVE FUND BALANCE	11,157,842.98	11,521,167.22
OPERATING FUND BALANCE-BEG OF YEAR	115,181.53	115,181.53
CURRENT YEAR INCOME/(LOSS)	<u>147,805.00</u>	<u>(55,665.42)</u>
TOTAL LIABILITIES & MEMBERS EQUITY	<u><u>12,074,807.51</u></u>	<u><u>12,015,573.33</u></u>

Entity: NEP NEPENTHE ASSOCIATION

As of date: 08/31/2023

Account	Type	Inv Acct	Maturity	Rate	Amount
11105	PETTY CASH	PETTY CASH			150.00
11110	OPERATING CHECKING	USBANK US BANK			460,356.38
11115	OPERATING INVESTMENT	LUTFTST LUTHER BURBANK FFI		4.80%	64,816.41
					525,322.79
21110	RESERVE FUNDS IN OPERATING CHECKING	USBANK US BANK			743,055.43
21140	RESERVE INVESTMENT	METRO METROPOLITAN NAHL BK		3.82%	245,774.47
21141	RESERVE INVESTMENT	METFTST METROPOLITAN BANK		4.07%	841,187.74
21145	RESERVE INVESTMENT	MSFFI MORGAN STANLEY FFI		0.50%	3,721,141.63
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%	20,573.35
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%	37.34
21158	RESERVE INVESTMENT	ENTER ENTERPRISE BANK		4.58%	255,125.83
21172	RESERVE INVESTMENT	USTRES US TREASURY	11/15/2023	2.11%	748,328.14
21173	RESERVE INVESTMENT	USTRES US TREASURY	12/31/2023	2.87%	249,014.14
21174	RESERVE INVESTMENT	USTRES US TREASURY	05/15/2024	2.35%	748,439.56
21175	RESERVE INVESTMENT	USTRES US TREASURY	06/30/2024	2.99%	247,874.27
21176	RESERVE INVESTMENT	USTRES US TREASURY	11/15/2024	2.52%	747,186.55
21177	RESERVE INVESTMENT	USTRES US TREASURY	12/31/2024	3.16%	247,820.40
21178	RESERVE INVESTMENT	USTRES US TREASURY	05/15/2025	2.45%	517,148.43
21179	RESERVE INVESTMENT	USTRES US TREASURY	06/30/2025	3.20%	240,635.44
				Total (Reserves)	11,173,342.72
				Grand Total	11,698,665.51

NEPENTHE ASSOCIATION
RESERVE FUND BALANCES SUPPORT SCHEDULES
 08/31/2023

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

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 15241 Laguna Canyon Road
 Irvine CA 92618

	PRIOR YEAR BALANCE	BEG BAL REALLOCATION	ADDITIONS THIS YEAR	EXPENSE CURRENT MONTH	PREVIOUS EXP CURRENT YEAR	CURRENT BALANCE
GENERAL RESERVES						
23103 INTEREST ON RESERVE FUNDING	127,480.22	(127,480.22)	375,757.55	0.00	0.00	375,757.55
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	(3,040.00)	(25,299.00)	6,236,871.44
23122 POOL/SPA RESERVES	170,224.32	3,932.20	16,506.00	(38,700.00)	(16,745.00)	135,217.52
23127 FENCING RESERVES	272,159.66	7,053.45	29,610.00	(75,033.36)	(227,557.08)	6,232.67
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	(29,255.00)	(57,755.00)	287,636.71
23135 WROUGHT IRON RESERVE	0.00	0.00	0.00	(15,750.00)	0.00	(15,750.00)
23136 SHINGLE RESERVES	0.00	0.00	0.00	(147,000.00)	0.00	(147,000.00)
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	0.00	(91,000.00)	1,099,383.49
L23136 STRUCTURAL REPAIRS RSRV	2,015,024.79	58,600.66	774,693.63	0.00	(743,983.12)	2,104,335.96
N22911 UNDERGROUND UTILITY RSRV	(49,426.06)	1,993.25	8,920.00	0.00	(30,430.00)	(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	0.00	(383,411.00)	(403,387.29)
N23282 TREE REMOVAL ANNUAL MAINT RSRV	154,538.39	14,973.82	100,000.00	0.00	(370,865.50)	(101,353.29)
N22991 POLE LIGHT REPAIRS RSRV	(9,659.00)	883.12	5,632.00	0.00	(24,020.00)	(27,163.88)
Z29000 PENDING RESERVE EXPENSE	0.00	0.00	0.00	0.00	(195.74)	(195.74)
TOTAL GENERAL RESERVES	11,098,656.20	0.00	2,420,259.18	(308,778.36)	(1,972,063.53)	11,238,073.49

NEPENTHE ASSOCIATION
INCOME STATEMENT
08/31/2023

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

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15241 Laguna Canyon Road
Irvine CA 92618

ACTUAL	---MONTH--- BUDGETED	VARIANCE	GL NUMBER	DESCRIPTION	ACTUAL	YEAR TO DATE BUDGETED	VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
366,647.43	337,480	29,167.43	14000	REVENUE	2,733,920.35	2,699,840	34,080.35	4,049,760	1,315,839.65
7,347.11	2,000	5,347.11	14087	HOMEOWNER ASSESSMENT REVENUE	24,305.54	16,000	8,305.54	24,000	(305.54)
803.75	150	653.75	14101	EASEMENT AGREEMENT	2,535.73	1,200	1,335.73	1,800	(735.73)
125.00	130	(5.00)	14110	INTEREST ON PAST DUE ASSESSMENTS	545.00	1,040	(495.00)	1,560	1,015.00
660.00	499	161.00	14113	KEY REVENUE	4,785.00	3,992	793.00	5,988	1,203.00
450.00	1,400	(950.00)	14122	CLUBHOUSE RENTAL	17,340.15	11,200	6,140.15	16,800	(540.15)
(454.55)	0	(454.55)	14132	INSURANCE REIMBURSEMENT	(135.55)	0	(135.55)	0	135.55
260.94	0	260.94	14162	MISCELLANEOUS REVENUE	1,833.34	0	1,833.34	0	(1,833.34)
25,684.63	0	25,684.63	14163	OPERATING INTEREST REVENUE	375,757.55	0	375,757.55	0	(375,757.55)
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					
401,524.31	341,659	59,865.31		TOTAL REVENUE	3,892,192.74	2,733,272	1,158,920.74	4,099,908	207,715.26
0.00	275	275.00	19572	RESERVE CONTRIBUTION	1,650.00	2,200	550.00	3,300	1,650.00
0.00	184	184.00	19660	GYM/WORKOUT FACILITIES RESERVES	1,104.00	1,472	368.00	2,208	1,104.00
0.00	4,097	4,097.00	19714	PAINTING-INTERIOR RES	24,582.00	32,776	8,194.00	49,164	24,582.00
25,684.63	0	(25,684.63)	19803	CONCRETE REPAIR RESERVE	375,757.55	0	(375,757.55)	0	(375,757.55)
0.00	70,521	70,521.00	19820	GENERAL RESERVE INTEREST	423,126.00	564,168	141,042.00	846,252	423,126.00
0.00	2,751	2,751.00	19822	POOL/SPA RESERVE	16,506.00	22,008	5,502.00	33,012	16,506.00
0.00	4,935	4,935.00	19827	FENCING RESERVE	29,610.00	39,480	9,870.00	59,220	29,610.00
0.00	10,477	10,477.00	19833	IRRIGATION RESERVE	62,862.00	83,816	20,954.00	125,724	62,862.00
0.00	370	370.00	19846	SIGN RESERVE	2,220.00	2,960	740.00	4,440	2,220.00
0.00	11,628	11,628.00	19878	PAVING RESERVE	69,768.00	93,024	23,256.00	139,536	69,768.00
0.00	166	166.00	19899	RESERVE STUDY	996.00	1,328	332.00	1,992	996.00
0.00	0	0.00	19901	PRIOR YR FUNDING	187,620.00	0	(187,620.00)	0	(187,620.00)
0.00	5	5.00	L19833	OUTDOOR EQUIPMENT RSRV	30.00	40	10.00	60	30.00
0.00	13,496	13,496.00	L19835	PAINTING EXTERIOR RESERVE	80,976.00	107,968	26,992.00	161,952	80,976.00
0.00	41,002	41,002.00	L19836	STRUCTURAL REPAIRS RSRV	774,693.63	328,016	(446,677.63)	492,024	(282,669.63)
0.00	1,395	1,395.00	N19611	UNDERGROUND UTILITY REPR RSV	8,920.00	11,160	2,240.00	16,740	7,820.00
0.00	618	618.00	N19691	POLE LIGHT REPR RSV	5,632.00	4,944	(688.00)	7,416	1,784.00
0.00	3,001	3,001.00	N19717	CLHOUSE REMODEL INTERIOR RENOVATI	18,006.00	24,008	6,002.00	36,012	18,006.00
0.00	434	434.00	N19830	MISCELLANEOUS RSV	2,604.00	3,472	868.00	5,208	2,604.00
0.00	1,312	1,312.00	N19974	COMMON TENNIS CRT RSV	7,872.00	10,496	2,624.00	15,744	7,872.00
0.00	10,477	10,477.00	N19975	GROUNDNS RSV	162,862.00	83,816	(79,046.00)	125,724	(37,138.00)
0.00	10,477	10,477.00	N19982	TREE REM/ANNL MAINT RSV	162,862.00	83,816	(79,046.00)	125,724	(37,138.00)
25,684.63	187,621	161,936.37		TOTAL RESERVE CONTRIBUTION	2,420,259.18	1,500,968	(919,291.18)	2,251,452	(168,807.18)
375,839.68	154,038	221,801.68		AVAILABLE OPERATING REVENUE	1,471,933.56	1,232,304	239,629.56	1,848,456	376,522.44

NEPENTHE ASSOCIATION
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08/31/2023

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	ACTUAL	---MONTH--- BUDGETED	VARIANCE	GL NUMBER	DESCRIPTION	ACTUAL	YEAR TO DATE BUDGETED	VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
OPERATING EXPENSES										
UTILITIES										
	3,790.35	2,700	(1,090.35)	15101	ELECTRICITY	26,261.71	21,600	(4,661.71)	32,400	6,138.29
	334.88	1,000	665.12	15102	GAS	16,182.47	8,000	(8,182.47)	12,000	(4,182.47)
	63.60	900	836.40	15103	REFUSE COLLECTION	7,470.12	7,200	(270.12)	10,800	3,329.88
	164.24	220	55.76	15105	TELEPHONE EXPENSE	1,604.88	1,760	155.12	2,640	1,035.12
	5,381.77	4,027	(1,354.77)	15106	WATER	39,410.57	32,216	(7,194.57)	48,324	8,913.43
	626.54	500	(126.54)	15155	INTERNET EXPENSE	4,752.20	4,000	(752.20)	6,000	1,247.80
	10,361.38	9,347	(1,014.38)		TOTAL UTILITIES	95,681.95	74,776	(20,905.95)	112,164	16,482.05
LAND MAINTENANCE										
	45,100.00	45,100	0.00	15500	CONTRACT LANDSCAPE SERVICE	371,000.00	360,800	(10,200.00)	541,200	170,200.00
	0.00	0	0.00	15505	SPRINKLER REPAIR	2,880.00	0	(2,880.00)	0	(2,880.00)
	0.00	528	528.00	15511	BACKFLOW DEVICE TEST	0.00	4,224	4,224.00	6,336	6,336.00
	45,100.00	45,628	528.00		TOTAL LAND MAINTENANCE	373,880.00	365,024	(8,856.00)	547,536	173,656.00
COMMON AREA										
	3,525.00	2,500	(1,025.00)	16020	CONTRACT POOL/SPA SERVICE	26,850.00	20,000	(6,850.00)	30,000	3,150.00
	0.00	0	0.00	16022	POOL EQUIPMENT REPAIR	1,060.00	0	(1,060.00)	0	(1,060.00)
	0.00	250	250.00	16027	POOL INSPECTION	3,024.72	2,000	(1,024.72)	3,000	(24.72)
	0.00	0	0.00	18457	PLUMBING REPAIR	2,090.00	0	(2,090.00)	0	(2,090.00)
	0.00	0	0.00	18501	EXPENSES TO BE REIMBURSED	(354.31)	0	354.31	0	354.31
	676.82	1,300	623.18	18524	MATERIAL SUPPLIES	7,330.84	10,400	3,069.16	15,600	8,269.16
	350.00	50	(300.00)	18526	PEST CONTROL	3,300.00	400	(2,900.00)	600	(2,700.00)
	3,290.00	1,800	(1,490.00)	18531	JANITORIAL SERVICE	20,420.00	14,400	(6,020.00)	21,600	1,180.00
	0.00	150	150.00	18532	JANITORIAL SUPPLIES	1,371.90	1,200	(171.90)	1,800	428.10
	178.71	0	(178.71)	18534	FIRE EXTINGUISHER	178.71	0	(178.71)	0	(178.71)
	0.00	0	0.00	18564	SPECIAL SECURITY	(136.00)	0	136.00	0	136.00
	0.00	500	500.00	18579	PATROL SERVICE	3,213.50	4,000	786.50	6,000	2,786.50
	0.00	6,250	6,250.00	18736	GUTTER & DOWNSPOUT CLEANING	13,010.00	50,000	36,990.00	75,000	61,990.00
	325.00	625	300.00	18767	REPAIR & MAINTENANCE	9,679.47	5,000	(4,679.47)	7,500	(2,179.47)
	0.00	140	140.00	18905	KITCHEN SUPPLIES	743.60	1,120	376.40	1,680	936.40
	0.00	85	85.00	18986	FITNESS CONTRACT	370.25	680	309.75	1,020	649.75
	8,345.53	13,650	5,304.47		TOTAL COMMON AREA	92,152.68	109,200	17,047.32	163,800	71,647.32
MANAGEMENT/ON-SITE ADMIN EXP										
	150.00	150	0.00	18001	COMMUNITY WEBSITE	1,338.00	1,200	(138.00)	1,800	462.00
	71.71	100	28.29	18003	COMMUNITY EVENTS/PROGRAMS	(611.68)	800	1,411.68	1,200	1,811.68
	7,800.00	8,190	390.00	19109	CONTRACT MANAGEMENT	62,400.00	65,520	3,120.00	98,280	35,880.00
	0.00	158	158.00	19101	CPA SERVICES	2,245.00	1,264	(981.00)	1,896	(349.00)

**NEPENTHE ASSOCIATION
INCOME STATEMENT
08/31/2023**

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ACTUAL	---MONTH--- BUDGETED	VARIANCE	GL NUMBER	DESCRIPTION	ACTUAL	YEAR TO DATE BUDGETED	VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
0.00	0	0.00	19104	FEDERAL TAX EXPENSE	44,079.00	0	(44,079.00)	0	(44,079.00)
0.00	0	0.00	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	400	(202.00)	600	(2.00)
14,795.68	1,000	(13,795.68)	19108	GENERAL COUNSEL SERVICE	23,119.03	8,000	(15,119.03)	12,000	(11,119.03)
3,609.50	3,000	(609.50)	19111	MANAGEMENT REIMBURSABLE	29,715.24	24,000	(5,715.24)	36,000	6,284.76
0.00	20	20.00	19112	POSTAGE, ON-SITE	88.85	160	71.15	240	151.15
0.00	60	60.00	19117	DUES & PUBLICATIONS	1,498.88	480	(1,018.88)	720	(778.88)
35.00	35	0.00	19119	BANK FEES	280.00	280	0.00	420	140.00
26,663.17	20,025	(6,638.17)	19124	ON-SITE STAFF	155,196.22	160,200	5,003.78	240,300	85,103.78
520.00	750	230.00	17209	PAYROLL PROCESSING FEES	4,160.00	6,000	1,840.00	9,000	4,840.00
(1,650.70)	0	1,650.70	19126	DELINQUENCY MONITORING	(10,819.17)	0	10,819.17	0	10,819.17
0.00	100	100.00	19132	OPERATING CONTINGENCY	2,545.45	800	(1,745.45)	1,200	(1,345.45)
197.20	0	(197.20)	19143	LEGAL-COLLECTIONS	(123.31)	0	123.31	0	123.31
325.55	300	(25.55)	19172	ACCOUNTING REIMBURSABLES	3,270.50	2,400	(870.50)	3,600	329.50
(922.90)	0	922.90	19174	AMS COLLECTION EXPENSE	1,069.88	0	(1,069.88)	0	(1,069.88)
114.17	70	(44.17)	19178	PROPERTY TAX	114.17	560	445.83	840	725.83
13,508.38	8,000	(5,508.38)	19247	PAYROLL TAXES & BENEFITS	76,732.34	64,000	(12,732.34)	96,000	19,267.66
25.95	120	94.05	19295	ON-SITE OFFICE SUPPLIES	2,063.89	960	(1,103.89)	1,440	(623.89)
482.22	435	(47.22)	19382	COPIER LEASE	3,112.28	3,480	367.72	5,220	2,107.72
0.00	50	50.00	19442	CLAC CONTRIBUTION	0.00	400	400.00	600	600.00
65,724.93	42,613	(23,111.93)		TOTAL MANAGEMENT/ON-SITE ADMIN E	419,755.57	340,904	(78,851.57)	511,356	91,600.43
11,370.42	11,333	(37.42)	19107	INSURANCE	90,963.36	90,664	(299.36)	135,996	45,032.64
31,467.00	31,467	0.00	DC19307	FLOOD INSURANCE	251,736.00	251,736	0.00	377,604	125,868.00
42,837.42	42,800	(37.42)		TOTAL INSURANCE	342,699.36	342,400	(299.36)	513,600	170,900.64
172,369.26	154,038	(18,331.26)		TOTAL OPERATING EXPENSES	1,324,169.56	1,232,304	(91,865.56)	1,848,456	524,286.44
203,470.42	0	203,470.42		NET INCOME/(LOSS)	147,805.00	0	147,805.00	0	(147,805.00)

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
08/31/2023

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

FirstService Residential CA
 15241 Laguna Canyon Road
 Irvine CA 92618

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	TOTAL
REVENUE													
14000 HOMEOWNER ASSESSMENT REVENUE	299402	319787	308976	327494	364641	317190	341554	324699	353293	343085	322812	366647	3989579
14087 EASEMENT AGREEMENT	6831	0	0	0	5477	0	5653	0	5829	0	0	7347	31136
14101 INTEREST ON PAST DUE ASSESSMEN	36	86	1	660	294	185	109	64	594	329	156	804	3318
14110 KEY REVENUE	95	35	0	20	0	60	70	40	10	135	105	125	695
14113 CLUBHOUSE RENTAL	1005	725	445	495	1335	505	825	0	475	0	985	660	7455
14122 INSURANCE REIMBURSEMENT	225	584	0	450	0	0	0	0	14536	1309	1046	450	18599
14132 MISCELLANEOUS REVENUE	0	410	200	0	0	65	0	0	705	-451	0	-455	474
14162 OPERATING INTEREST REVENUE	209	345	211	182	207	193	218	213	258	0	484	261	2780
14163 RESERVE INTEREST REVENUE	-41790	7547	29046	28759	37845	121257	51846	22838	37749	37186	41353	25685	399319
14221 FACILITY RENTAL FEE	0	0	0	0	0	0	0	0	-600	0	0	0	-600
14229 RENTAL FEES	0	0	0	0	0	0	0	0	750	0	0	0	750
14357 RESERVE CONTRIBUTION	0	0	0	0	202708	0	0	0	0	528448	0	0	731156
14372 PAST OWNERS REVENUE	0	0	0	607	0	0	0	0	0	0	0	0	607
TOTAL REVENUE	266012	329519	338878	358667	612507	439455	400274	347853	413598	910040	366941	401524	5185269
RESERVE CONTRIBUTION													
19572 GYM/WORKOUT FACILITIES RESERVE	285	142	142	285	0	275	275	275	275	275	275	0	2504
19660 PAINTING-INTERIOR RES	192	96	96	192	0	184	184	184	184	184	184	0	1680
19714 CONCRETE REPAIR RESERVE	4123	2061	2061	4123	0	4097	4097	4097	4097	4097	4097	0	36950
19803 GENERAL RESERVE INTEREST	-41489	7547	29046	28759	37845	121257	51846	22838	37749	37186	41353	25685	399620
19820 ROOF RESERVE	74371	37186	37186	74371	0	70521	70521	70521	70521	70521	70521	0	646240
19822 POOL/SPA RESERVE	2859	1430	1430	2859	0	2751	2751	2751	2751	2751	2751	0	25084
19827 FENCING RESERVE	5038	2519	2519	5038	0	4935	4935	4935	4935	4935	4935	0	44724
19833 IRRIGATION RESERVE	9452	4726	4726	9452	0	10477	10477	10477	10477	10477	10477	0	91218
19846 SIGN RESERVE	389	195	195	391	0	370	370	370	370	370	370	0	3390
19878 PAVING RESERVE	10972	5487	5487	10974	0	11628	11628	11628	11628	11628	11628	0	102688
19899 RESERVE STUDY	143	72	72	145	0	166	166	166	166	166	166	0	1428
19901 PRIOR YR FUNDING	0	0	0	0	187620	0	0	0	0	0	0	0	187620
L19833 OUTDOOR EQUIPMENT RSRV	4	2	2	5	0	5	5	5	5	5	5	0	43
L19835 PAINTING EXTERIOR RESERVE	14354	7178	7178	14356	0	13496	13496	13496	13496	13496	13496	0	124042
L19836 STRUCTURAL REPAIRS RSRV	37751	18876	18876	37753	1894	41002	41002	41002	41002	567790	41002	0	887950
N19611 UNDERGROUND UTILITY REPR RSV	989	496	496	991	550	1395	1395	1395	1395	1395	1395	0	11892
N19691 POLE LIGHT REPR RSV	0	0	0	0	264	618	618	618	618	2278	618	0	5632
N19717 CLUBHOUSE REMODEL INTERIOR RENO	3149	1576	1576	3151	0	3001	3001	3001	3001	3001	3001	0	27458
N19830 MISCELLANEOUS RSV	3246	1624	1624	3248	0	434	434	434	434	434	434	0	12346
N19974 COMMON TENNIS CRT RSV	1383	692	692	1384	0	1312	1312	1312	1312	1312	1312	0	12023
N19975 COMMONS RSV	9452	4726	4726	9452	100000	10477	10477	10477	10477	10477	10477	0	191218
N19982 TREE REM/ANNL MAINT RSV	9452	4726	4726	9452	100000	10477	10477	10477	10477	10477	10477	0	191218
TOTAL RESERVE CONTRIBUTION	146112	101357	122856	216381	428172	308878	239467	210459	225370	753255	228974	25685	3006964
AVAILABLE OPERATING REVENUE	119900	228162	216023	142286	184334	130577	160807	137394	188228	156785	137967	375840	2178305

NEPENTHE ASSOCIATION
 INCOME STATEMENT FOR 12 MONTHS ENDING
 08/31/2023

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

FirstService Residential CA
 15241 Laguna Canyon Road
 Irvine CA 92618

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	TOTAL
OPERATING EXPENSES													
UTILITIES													
15099 PENDING UTILITY EXPENSE	-580	0	452	0	0	0	0	0	0	0	0	0	-128
15101 ELECTRICITY	3584	3367	6647	0	3238	3867	3243	3241	2814	2815	3254	3790	39860
15102 GAS	736	1542	2979	2787	2890	3368	3770	2262	1016	1332	1209	335	24226
15103 REFUSE COLLECTION	749	820	806	805	902	913	912	893	951	2724	111	64	10650
15105 TELEPHONE EXPENSE	164	249	265	265	264	260	260	164	164	164	164	164	2547
15106 WATER	3207	6010	4893	4886	5271	4281	5262	4260	5398	5267	4291	5382	58406
15155 INTERNET EXPENSE	1146	7	0	566	566	577	582	582	596	596	626	627	6471
TOTAL UTILITIES	9007	11995	16042	9308	13132	13265	14028	11403	10940	12898	9655	10361	142033
LAND MAINTENANCE													
15500 CONTRACT LANDSCAPE SERVICE	42000	42000	42000	84000	45100	45100	45100	45100	45100	55300	45100	45100	581000
15505 SPRINKLER REPAIR	0	0	0	0	2880	0	0	0	0	0	0	0	2880
TOTAL LAND MAINTENANCE	42000	42000	42000	84000	47980	45100	45100	45100	45100	55300	45100	45100	583880
COMMON AREA													
16020 CONTRACT POOL/SPA SERVICE	3375	3375	3375	3225	2475	3375	3375	3825	3525	3375	3375	3525	40200
16022 POOL EQUIPMENT REPAIR	1225	0	1135	-2360	0	825	0	0	0	235	0	0	1060
16027 POOL INSPECTION	0	0	0	0	1350	0	0	0	1675	0	0	0	3025
18457 PLUMBING REPAIR	0	0	0	0	2090	0	0	0	0	0	0	0	2090
18501 EXPENSES TO BE REIMBURSED	0	0	0	0	0	0	-354	0	0	0	0	0	-354
18524 MATERIAL SUPPLIES	0	2774	55	508	385	583	1528	1101	533	972	1552	677	10668
18526 PEST CONTROL	0	1350	0	0	1250	950	0	0	0	600	150	350	4650
18531 JANITORIAL SERVICE	2190	2190	2190	2190	2190	2490	2490	0	4980	2490	2490	3290	29180
18532 JANITORIAL SUPPLIES	0	727	0	117	343	606	0	0	423	0	0	0	2216
18534 FIRE EXTINGUISHER	0	0	0	0	0	0	0	0	0	0	0	179	179
18564 SPECIAL SECURITY	0	0	0	0	0	0	0	0	-136	0	0	0	-136
18579 PATROL SERVICE	1957	1800	2002	1168	459	484	477	363	381	498	551	0	10141
18736 GUTTER & DOWNSPOUT CLEANING	0	33121	0	32456	0	4185	4050	1215	185	2430	945	0	78587
18767 REPAIR & MAINTENANCE	6181	4477	10827	-3344	515	-1630	2643	582	1141	6104	0	325	27819
18905 KITCHEN SUPPLIES	6	137	59	257	21	71	148	160	0	109	234	0	1202
18986 FITNESS CONTRACT	0	178	0	0	0	95	95	0	0	180	0	0	548
TOTAL COMMON AREA	14934	50128	19643	34217	11079	12035	14451	7247	12706	16993	9297	8346	211075
MANAGEMENT/ON-SITE ADMIN EXP													
18001 COMMUNITY WEBSITE	150	206	0	300	0	300	150	150	438	0	150	150	1994
18003 COMMUNITY EVENTS/PROGRAMS	0	233	0	430	0	427	-1404	106	-320	507	0	72	51

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 15241 Laguna Canyon Road
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	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	TOTAL
19109 CONTRACT MANAGEMENT	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	93600
19010 PENDING P-CARD EXPENSE	641	-956	0	0	0	0	0	0	393	0	-393	0	-315
19101 CPA SERVICES	0	0	0	0	0	0	0	2005	240	0	0	0	2245
19104 FEDERAL TAX EXPENSE	0	0	0	-25284	0	0	0	0	0	0	44079	0	18795
19105 FRANCHISE TAX BOARD	0	0	0	-6920	0	0	0	0	0	0	17679	0	10759
19106 TAXES & LICENSES	0	1120	0	0	0	0	0	602	0	0	0	0	1722
19108 GENERAL COUNSEL SERVICE	0	0	0	2948	0	6518	1806	0	0	0	0	14796	26067
19111 MANAGEMENT REIMBURSABLE	3320	3320	3320	3320	4070	3960	3620	925	6312	3610	3610	3610	42996
19112 POSTAGE, ON-SITE	0	67	0	0	0	50	0	39	0	0	0	0	156
19117 DUES & PUBLICATIONS	0	0	0	0	0	1179	0	320	0	0	0	0	1499
19119 BANK FEES	35	35	35	35	35	35	35	35	35	35	35	35	420
19124 ON-SITE STAFF	20025	5002	10896	12743	20394	17006	22830	25504	17384	8179	17237	26663	203863
17209 PAYROLL PROCESSING FEES	520	520	520	520	520	520	520	520	520	520	520	520	6240
19126 DELINQUENCY MONITORING	-750	-658	-693	-1625	-1710	-883	-1185	-541	-2138	-1584	-1129	-1651	-14545
19132 OPERATING CONTINGENCY	0	67	0	0	0	0	0	0	0	2545	0	0	2612
19143 LEGAL-COLLECTIONS	0	15065	-2700	0	0	0	0	0	0	0	-321	197	12242
19172 ACCOUNTING REIMBURSABLES	367	317	433	593	659	428	411	0	713	375	359	326	4980
19174 AMS COLLECTION EXPENSE	1090	-41	830	-84	925	-232	1398	295	172	-735	170	-923	2865
19178 PROPERTY TAX	0	637	0	0	0	0	0	0	0	0	0	114	751
19247 PAYROLL TAXES & BENEFITS	9334	2715	5431	6354	10604	8372	10736	11475	8667	4444	8926	13508	100566
19295 ON-SITE OFFICE SUPPLIES	82	119	26	203	141	116	31	1	255	886	607	26	2494
19382 COPIER LEASE	477	477	443	443	920	955	477	0	0	0	278	482	4952
TOTAL MANAGEMENT/ON-SITE ADM	43092	36045	26341	1776	44359	46548	47224	49236	40472	26582	99609	65725	527009
INSURANCE													
19107 INSURANCE	21652	10523	11419	17408	11370	11370	11370	11370	11370	11370	11370	11370	151966
DC1930 FLOOD INSURANCE	27000	17765	74754	26047	26906	27000	27000	27000	49429	31467	31467	31467	397302
TOTAL INSURANCE	48652	28288	86173	43455	38276	38370	38370	38370	60799	42837	42837	42837	549268
TOTAL OPERATING EXPENSES	157686	168457	190199	172755	154825	155318	159175	151356	170017	154611	206498	172369	2013265
NET INCOME/(LOSS)	-37785	59705	25824	-30469	29509	-24741	1633	-13962	18211	2216	-68531	203470	165080

Board Follow-Up - September 2023 Open Meeting Foru.pdf

RESPONSES TO SEPTEMBER 2023 OPEN MEETING COMMENTS

Homeowner Comment Session 1

1. **Paula Connors:** Speaking in support of the Mickel letter (included in the packet) regarding the clubhouse tennis court landscaping. Would like information on the remediation plan for the area along the pickleball court. Is there a plan to place a windscreen along the tennis court? When was the decision made to remove the trees? She believes the ad hoc committee used dated information in making their proposal and the Board bypassed the Grounds committee. What is the mechanism for homeowners to give information to the Board? It seems the tennis court decision by-passed the Grounds Committee. She likes the Responses currently included in the Board packet but it is frustrating to wait a month for that information.

Board response:

A windscreen for the tennis court is on order and will be installed when it arrives. 2022 the Grounds Committee recommended removal of the juniper trees along the clubhouse tennis courts as part of a larger proposal for work in the area that included landscaping and irrigation improvements beyond the immediate tennis court area. The Board did not approve the proposal, instead requesting the proposal be broken into individual segments. Our Reserve Study projected sports court maintenance work was due in 2023 and an Ad Hoc Sports Court committee was appointed in April 2023 at the open meeting to determine and recommend work that would be needed. The charge to the committee was "To advise the Board in its duty to maintain the amenities of the Association". That committee consulted with tennis court maintenance professionals on the condition and maintenance of the 3 Nepenthe court areas. Their report, published in the May 2023 Open meeting packet, also recommended removal of the trees. As the Grounds Committee had already recommended that action, the Board approved removal of the trees. This approval was announced at the June 7, 2023 meeting.

2. **Laraine Silberstein:** Believes there is dry rot on her unit and that the siding inspection has skipped over her house.

Board response:

The Board contacted Paul Reeves, the siding project manager for information. The Silverstein unit will be inspected during an upcoming of the siding project. The homeowner was advised of this information via telephone from the General Manager.

3. **Ricardo Pineda:** Compliments the siding and paint companies for their coordinated and professional work. There is a cedar tree at the end of his alley scheduled to be removed. He would like to be included in the discussion as to what to do once that occurs.

Board response:

The Board will advise CPR of the positive feedback. After trees are removed the Grounds Committee zone stewards, during their scheduled zone walks, will be

reviewing landscape options. Homeowners may join the stewards during the zone walk in their area.

4. Anne and Richard Marder: They feel the post-storm landscape on Vanderbilt circle is a reconstruction, not restoration, and they dislike it intensely. They moved here because of the beautiful landscaping. Want to know if Grounds or the Board participated and gave direction to the landscapers and want to know why homeowners were not included in the decisions.

Board response:

As Board President Dascher announced at the opening of the meeting, Carson Landscaping will be revising the landscape in question. The storm damage remediation work was done as part of an omnibus proposal and not through the Grounds Committee process of proposals for individual zones. By grouping all the work, Nepenthe received the benefit of having large equipment usage timed to cut costs. As we continue to face climate changes and water restrictions as well as increasing costs, the Board will be focusing landscaping priorities on maintaining our tree canopy, controlling landscape maintenance costs, and reducing water usage. Landscape changes that support those goals may lead to different plants and ground covers. There are limitations on what plants can naturally thrive when the climate and water availability changes. Redwood trees are an example: the Nepenthe Landscape Vision Document (https://nepenthehoa.com/wp-content/uploads/2015/10/Grounds_Vision_Document.pdf) states we do not plant under redwood trees because plants usually fail to thrive there, and when it is attempted the plants compete with the tree for nutrients. Thus duff (the leaf-like droppings from the trees) will become the dominant cover under redwoods. When shade cover is reduced, plants need to be more sun tolerant. The more plants that do not require regular maintenance such as pruning, the more we control the expense of such maintenance. No landscape changes are made without considering appearance.

5. Dave Jablonsky: His letter to the Board is in the packet. He is also displeased with the Vanderbilt circle landscaping but feels there is a similarity to the childhood game of 'telephone' in the circulating opinions. The remediation on Vanderbilt (at the intersection with the circle) was done with bark which needs regular sweeping to keep off the sidewalks. Yet, rocks reflect light which he finds distracting. While he does not know the solution, he would like to know the options. He thanks the Board for its service but would like the Board to improve communication.

Board response:

Making decisions about what material (if any) should underlay plantings is difficult. The traditional options are bark, rock, let it be natural, or plant ground cover. Many times ground cover is not practical due to sun exposure (or lack thereof) or to the increased draw on irrigation. Tree root growth and ground slope also effect what can be placed. Please see the above note about redwood trees as an example.

6. Susan Timmer: Feels the siding and painting contractors are doing good work. Would like to have the Board consider including with the gutter cleaning contracts a downspout cleaning component.

Board response:

The General Manager has confirmed specifically, as stated in the current gutter cleaning contract that; removal of all debris from rooftops and gutters, flushing of all gutters and downspouts, fixing any clogged downspouts, as well as disposal of debris, are all services included in the contract.

7. Bill White: Would like the Board to reconsider its decision to deny homeowners the option to pay for larger plantings when common area landscaping is being done. He would like the Board to consider the benefit to the community of having the larger specimens rather than make decisions based upon personality.

Board response:

At this time, the Board is not planning to make adjustments to current rules and regulations pertaining to common areas.

Homeowner Comment Session 2

1. Ashley Tangeraas: Feels the Board lacks transparency. Proposals are not contracts, and should be discussed. Questions why monies planned for an irrigation project which was put on hold has been spent on other items. She keeps her own financial tracker and feels it is correct. Concerned about cost overruns on siding project. The Grounds committee does not know what is happening with landscaping and feels landscaping is spending more than planned. The Vanderbilt circle landscaping is not within the Vision Plan.

Board response:

The Board appreciates input from homeowners and the perspective they provide. Board members regularly review expenses and revenue to ensure we are spending monies wisely in pursuit of our charge to maintain Neperthe amenities and properties.

2. Joan Barrett: She likes the new installation - it looks like California. Feels change is ok and does not want to have to give input on projects.

Board response:

The Board appreciates that homeowners have different perspectives and opinions of decisions that are made, especially on landscaping. The overall goal remains to preserve our tree canopy while containing maintenance and water expenses.

3. Anne Marder: In response, she feels the Vanderbilt circle work would be fine for a business park and all the close residents are dismayed. She does appreciate other homeowner opinions and thanks the Board for what it does.

4. Ricardo Pineda: Appreciates that the pool is being kept clean.

5. Ashley Tangeraas: Carson needs to hire a landscape architect.

6. Nancy Arndorfer: Not all change is bad. Putting the Vanderbilt circle landscaping outside her window is fine with her. Thinks the Board is doing a good job.