

# NEPENTHE ASSOCIATION

## Open Session Nepenthe Board of Directors

November 1, 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 October 3rd, October 4th, October 9th, October 18th and October 25th, 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 actions at the October 4th and October 25th, 2023, Executive Sessions:

Contracts: Proposals were approved as follows:

- 1.) Proposal in the amount of \$43,785 for The Grove Total Tree Care for recommended tree work in Zone 6. 10.4.2023
- 2.) Proposal in the amount of \$2,600 per month for Elite Service Experts for a (1) day per week on-site maintenance technician for Nepenthe. 10.4.2023
- 3.) The Board approved the 2023-2024 Insurance Renewal Proposal from Russo Insurance as amended. 10.4.2023
- 4.) Proposal in the amount of \$200,560 for Carson Landscape for Landscape and Irrigation Remediation in 20 locations. 10.25.2023

Other:

- 5.) Actions were taken specific to member discipline and owner requests. 10.4.2023

## III. REPORTS

### A. CONSTRUCTION MANAGER'S REPORT

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

#### Supporting Documents

<a href="#">📎 <i>Nepenthe Monthly Report October 2023.pdf</i></a> .....	6
<a href="#">📎 <i>Nepenthe Change Order Log Updated 10.26.23.pdf</i></a> .....	18

### 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

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

### Supporting Documents

<a href="#">📎 <i>Architectural Review Committee Minutes October 202.pdf</i></a> .....	50
<a href="#">📎 <i>Finance Committee Meeting October 2023.pdf</i></a> .....	54
<a href="#">📎 <i>Grounds Committee Minutes October 2023.pdf</i></a> .....	57
<a href="#">📎 <i>ILS Meeting Minutes October 2023.pdf</i></a> .....	60
<a href="#">📎 <i>Outreach Committee Minutes October 2023.pdf</i></a> .....	62

## V. HOMEOWNER FORUM

In accordance with California Civil Code 4920(a), the Association must post or distribute the agenda for Regular Session Meetings no fewer than four (4) days prior to a Regular Session Meeting. During Homeowner Forum, items not included on the agenda that are raised by homeowners may be briefly responded to by the Board/Management; however, no action may occur with respect to that item unless it is deemed an emergency by the Board of Directors and developed after the agenda was posted and/or distributed. The Board of Directors may refer informational matters and direct administrative tasks to Management and/or contractors. Each homeowner will be given three (3) to five (5) minutes to speak in accordance with the Open Meeting Act, California Civil Code 4920(a), or a total of twenty (20) minutes will be granted for all to address the Board of Directors regarding items of interest or concern.

## VI. HOMEOWNER CORRESPONDENCE

### Supporting Documents

<a href="#">Huffman_Correspondence 10.19.2023.pdf</a> .....	66
<a href="#">Dunn_Correspondence October 2023.pdf</a> .....	68

## 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 October 4, 2023, are approved as presented.

#### Supporting Documents

<a href="#">NEP 2023-10-4 Open Session Minutes.pdf</a> .....	74
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### B. FINANCIAL STATEMENT

#### Background

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

#### Proposed Resolution

The Board accepts the Association’s income statement for September 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 \$(61,002.37) and year-to-date reserve funding of \$2,813,986.28 compared to the year-to-date reserve funding budget of \$1,688,589.** The actual year-to-date operating expenses were \$1,471,182.68. The budgeted year-to-date operating expenses were \$1,386,342. The association has \$347,832.42 in operating funds, which represents 1.02 months of budgeted expenses and reserve contributions. The association has \$11,215,268.10 in reserve funds.

#### Supporting Documents

<a href="#">NEP 09-2023 Financials_Abbreviated.pdf</a> .....	77
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**C. ARCHITECTURAL APPROVALS**

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

Address	Improvement	Recommendation
2316 Swarthmore Drive	Front Door/Storm Door	Approval
803 Dunbarton Circle	Patio Hardscape/Downspout Extensions	Approval
1242 Vanderbilt Way	Screen Door at Front Entry	Approval
1106 Dunbarton Circle	HVAC	Emergency Approval

**VIII. UNFINISHED BUSINESS**

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

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

**Supporting Documents**

[FNL RESPONSES TO OCTOBER 2023 OPEN MEETING COMMENT.pdf](#) ..... 90

**IX. NEW BUSINESS**

**A. ADOPT 2024 OPERATING BUDGET**

The budget draft reflects an assessment level of \$628 per unit, per month based on averages of actual spending and contract costs.

**Proposed Resolution**

The Board approves the draft and resolves that the assessment level for the next fiscal year will be \$628 per unit, per month.

**Supporting Documents**

[2024 Draft Budget Details.pdf](#) ..... 93

**B. ADOPT 2024 RESERVE STUDY UPDATE**

The Board approves the Browning Reserve Group draft reserve study for the fiscal year ending 2024 as presented. The reserve study has a monthly reserve contribution of \$334.85 per unit per month.

**Supporting Documents**

[Reserve Study 4th Draft\\_Member Materials.pdf](#) ..... 98

**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 December 6, 2023, at 6:00 pm.

**XII. ADJOURN**

## **Nepenthe Monthly Report October 2023.pdf**



**Dry Rot and Painting Project**  
**Phase One 2022-2023-2024**  
**Phase Two 2024-2025**

**Monthly Project Report For October 2023**

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting  
Phase One 2022-2023-2024  
Location: Sacramento, CA



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

**Scope Management (Change order log) was moved to a separate attachment.**



## Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



## 1. Project Overview- October 2023:

Work progress has been good. We are now back to focusing on Phase #1.

An update on progress is below.

1. Dry rot repairs and painting are completed at building unit addresses-  
Up to 1433 Commons Dr.
2. Dry rot repairs are completed up to 1425 Commons Dr.
3. Repairs are in process at 1112 to 1106 Dunbarton, 1423- 1417 Commons.  
These will be completed in approximately three weeks.

### 4. Looking ahead,

We are now working in the inside, even numbers section of Dumbarton.

The subsequent units next on the repair list are 1104 to 1012 Dumbarton.

We have a map showing the construction path of travel. If anyone would like a copy, let me know.

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—\$ 1,474,455.20
6. Changes to Cost Management and Invoice Control for August are highlighted in yellow.

## Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



## 2. Phase #2.

Repairs to siding and trim are now completed at 1149-1179 Vanderbilt.

And 208/210 Elmhurst.

Progressive Painting has completed painting at 208/210 Elmhurst.

And will start at 1149-1179 Vanderbilt on 10/30.

I am working on a cost analysis of budget vs actual for these eight units and will have that to Dusty by 11/3.

We expect to start phase #2 as soon as phase #1 is complete. We are planning on April 2024 start for phase #2.

## 3. Damage Repairs at 1149 Vanderbilt.

**Sept-** Upon starting repairs at 1149, it was discovered that there were discrepancies between the insurance settlement and what was originally regarding roof flashings and 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.

**Oct-** Roof vents are currently not available stone coated. Many of the existing ones at Nepenthe are not coated. I have asked for board approval to paint them dark brown. Other roof flashings will be stone-coated. See photos sent to Dusty on 10/27. We did confirm that there is an allotment for fence repairs. Dry Creek Construction will credit back the insurance settlement amounts for the fence repairs and exterior painting. We will have CPR and Progressive Painting take care of those items. Homeowner had new windows installed. Dry rot and fence repairs are completed. Drywall is installed inside. Painting inside on 10/30 & 10/31. Dry Creek has given the homeowner a 12/15 date to move back in. I will update next month.

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

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			\$1,020,640.49 Includes Change Orders Invoiced	\$1,005,592.83	
CPR Construction	Change Orders Approved		\$651,598.20		Included Above		
CPR Construction	Total Retention to date	\$107,874.36					
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			\$161,000.00	\$140,000.00	
	<b>TOTAL PAID TO ALL ABOVE</b>				<b>Invoiced Value \$1,181,640.49</b>	<b>Value Paid \$1,145,592.83</b>	

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



**4. Invoice Control Phase #1.**

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 2022-2023-2024

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 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1246	Units 601,603, 605, 813, 815 Including Change Orders above and at 507, 509  Less Retention	\$60,308.06	COMPLETE	APPROVED	PENDING
CPR Construction	Siding Repair	1251	Units 601,603, 605, 607, 609,611, 613, 615, 701, 703,813, 815 Including Change Orders	<b>Total Due Minus Retention \$69,707.27</b>	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	<b>1262</b>	Units 711,713,715, 717,719, Including Change Orders	<b>Total Due Minus Retention \$109,770.15</b>	COMPLETE	APPROVED	PAID

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status Of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	1269	Units 901, 903, 903,905,907,801,803,817, 807, 811, 809, Including Change Orders	<b>Total Due Includes Retention Invoiced \$125,390.93</b>	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1289	Units 1001, 1003, 1005, 1007, 1009, 1011, 1013, 1015, 1017, 1019.	<b>Total Due Includes Retention Invoiced \$116,590.22</b>	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1298	See Detail on invoice.	<b>Total Due Includes Retention Invoiced \$104,600.15</b>	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1312	See Detail on invoice	<b>Due This invoice \$15,047.66</b>	COMPLETE	APPROVED	PENDING

**Reeves Construction, Inc.**

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

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 2022-2023-2024

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	PAID
Progressive Painting	Paint	17406	Painting	\$14,000.00	COMPLETE	APPROVED	PENDING
Progressive Painting	Paint	17419	Painting	\$7,000.00	COMPLETE	APPROVED	PENDING
			TOTAL APPROVED	Invoiced Value \$1,181,640.49			
			TOTAL APPROVED, NOT PAID	\$36,047.66			
			TOTAL PENDING APPROVAL	0			
			TOTAL PAID	\$1,145,592.83			

**End Report.**

## **Nepenthe Change Order Log Updated 10.26.23.pdf**



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

Date: October 26, 2023  
 Property Name: Nepenthe Homeowner's Association

Contact: Paul Reeves  
 Company: Reeve's Construction Inc.

### CHANGE ORDER LOG

COR #	LOCATION	PENDING	DECLINED	APPROVED	NOTES
COR #01	101 DB and 1395 Commons		\$2,973.03		VOID
COR #02	107, 109 Dunbarton and 1371 Commons		\$12,203.54		VOID
COR #01 REVISE	101 DB and 1395 Commons			\$3,767.15	Additional Siding and Trim
COR #02 REVISE	107, 109 Dunbarton and 1371 Commons			\$10,747.77	Additional Siding and Trim
COR #03	107/109 Fence			3308.38	24 lf Fence Replacement
COR #04	1355 Commons			\$11,100.10	Additional Siding and Trim
COR #05	1359 Commons			\$984.59	Additional Siding and Trim
COR #06	1363 Commons			\$5,261.92	Additional Siding and Trim
COR #07	1355, 1359 and 1363 Commons Fence Repairs			\$5,191.76	Fence Repairs and replacement
COR #08	2308 Swarthmore			\$2,833.35	Additional Fence Replacement
COR #09	1329 Commons			\$472.76	Additional Siding and Trim
<b>CREDIT COR #10</b>	1331 Commons			<b>-\$3,203.88</b>	Credit Siding and Trim Not Done
<b>CREDIT COR #11</b>	1333 Commons			<b>-\$243.13</b>	Credit Siding and Trim Not Done
COR #12	2308 Swarthmore			\$7,232.85	Additional Siding and Trim
COR #13	1359 and 1363 Commons Fence Repairs			\$317.03	Fence Repairs and replacement
COR #14	Swarthmore Supplemental to COR#12			\$2,496.96	Additional Siding and Trim at 2 Gables

COR #15	1329 Commons Supplemental to #COR09		\$821.64		Additional Siding and Trim at Left Wall 2nd Story
COR #15 REVISION	1329 Commons Supplemental to #COR09			\$998.80	Additional Siding and Trim at Left Wall 2nd Story
COR #16	201 Dunbarton			\$4,003.85	Additional Siding and Trim
COR #17	203 Dunbarton			\$3,362.43	Additional Siding and Trim
COR #18	205 Dunbarton			\$1,954.55	Additional Siding and Trim
COR #19	301 Dunbarton			\$121.07	Additional Siding and Trim
COR #20	303 Dunbarton			\$304.69	Additional Siding and Trim
COR #21	1331 Commons Supplemental to #COR10			\$446.65	Additional Siding and Trim
COR #22	Additional Fence Repairs 201/205 Dunbarton Cir			\$6,593.48	Fence Repairs and replacement
COR #23	Additional Siding and Trim Unit #203			\$993.58	Additional Siding and Trim
COR #24	Additional Siding and Trim Unit #2310 SM			\$663.41	Additional Siding and Trim
COR #25	Additional Siding and Trim Unit #2312 SM			\$1,184.86	Additional Siding and Trim
COR #26	Additional Siding and Trim Unit #2314 SM			\$1,794.88	Additional Siding and Trim
COR #27	Additional Siding and Trim Unit #2318 SM			\$809.24	Additional Siding and Trim
COR #28	Additional Siding and Trim Unit #2316 SM			\$651.20	Additional Siding and Trim

COR #29	Additional Fence Repairs 2310-2318 SM			\$2,472.47	Fence Repairs and replacement
COR #30	Additional Siding and Trim Unit #203 Supplemental COR#23			\$866.70	Additional Siding and Trim
COR #31	Additional Siding and Trim Unit #305 DB			\$4,773.70	Additional Siding and Trim
COR #32	Additional Siding and Trim Unit #307 DB			\$1,139.40	Additional Siding and Trim
COR #33	Additional Siding and Trim Unit #203 Supplemental COR#30			\$835.51	Additional Siding and Trim
COR #34	Additional Siding and Trim Unit #201 Supplemental COR#16			\$1,648.02	Additional Siding and Trim
COR #35	Multiple Addresses			\$1,674.47	Permit Fees
COR #36	Additional Siding and Trim Unit #301 Supplemental COR#19			\$1,390.11	Additional Siding and Trim
COR #37	Additional Siding and Trim Unit #303 Supplemental COR#20			\$2,135.72	Additional Siding and Trim
COR #38	Additional Siding and Trim Unit #2318 Supplemental COR#27			\$773.57	Additional Siding and Trim

COR #39	Additional Siding and Trim Unit #2310 Supplemental COR#24			\$335.33	Additional Siding and Trim
COR #40	Additional Siding and Trim Unit #2312 Supplemental COR#25			\$536.82	Additional Siding and Trim
COR #41	Additional Siding and Trim Unit #401 DB			\$2,355.40	Additional Siding and Trim
COR #42	Additional Siding and Trim Unit #403 DB			\$2,177.28	Additional Siding and Trim
COR #43	Additional Siding and Trim Unit #405 DB			\$1,104.37	Additional Siding and Trim
COR #44	Additional Siding and Trim Unit #407 DB			\$1,561.76	Additional Siding and Trim
COR #45	Fence Repairs Unit #401-#405 DB			\$672.87	Fence Repairs and replacement
COR #46	Additional Siding and Trim Unit #305 DB Supplemental to COR#31			\$3,285.38	Additional Siding and Trim
COR #47	Additional Siding and Trim Unit #2320 SM			\$5,129.44	Additional Siding and Trim
COR #48	Additional Siding and Trim Unit #2322 SM			\$872.21	Additional Siding and Trim
COR #49	Additional Siding and Trim Unit #2324 SM			\$2,333.85	Additional Siding and Trim
COR #50	Additional Siding and Trim Unit #2328 SM			\$1,030.03	Additional Siding and Trim

COR #51	Additional Siding and Trim Unit #2330 SM			\$1,238.82	Additional Siding and Trim
COR #52	Additional Siding and Trim Unit #409 DB			\$1,988.08	Additional Siding and Trim
COR #53	Additional Siding and Trim Unit #411 DB			\$1,595.22	<b>NO ORIGINAL SCOPE LISTED</b> Additional Siding and Trim
COR #54	Additional Fence Repairs 411 Dunbarton			\$1,426.60	Additional Fence Repairs
COR #55	Additional Fence Repairs 403 Dunbarton			\$1,352.70	Additional Fence Repairs
COR #56	Additional Siding and Trim Unit #401 DB Supplemental to COR#41			\$374.43	Additional Siding and Trim
COR #57	Additional Fence Repairs 405 Dunbarton			\$353.87	Additional Fence Repairs
COR #58	Beam Replacement Unit #405 DB Supplemental to COR#43			\$439.96	Additional Siding and Trim
COR #59	Additional Fence Repairs 407 Dunbarton			\$5,596.46	Additional Fence Repairs
COR #60	Additional Siding and Trim Unit #407 DB Supplemental to COR#44			\$898.36	Additional Siding and Trim
COR #61	Additional Siding and Trim Unit #405 DB Supplemental to COR#58			\$299.15	Additional Siding and Trim

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



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

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

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

COR #102	Additional Siding and Trim Supplemental COR#93 Unit #411 DB			\$904.82	Additional Siding and Trim
COR #103	Additional Siding and Trim Unit #813 DB			\$5,736.56	Additional Siding and Trim
COR #104	Additional Siding and Trim Unit #815 DB			\$5,780.04	Additional Siding and Trim
COR #105	Fence Repairs Unit #813 DB			\$1,832.26	Additional Fence Repairs
COR #106	Additional Siding and Trim Unit #701 DB			\$1,775.43	Additional Siding and Trim
COR #107	Additional Siding and Trim Unit #703 DB			\$3,806.71	Additional Siding and Trim
COR #108	Additional Siding and Trim Unit #705 DB			\$9,693.34	Additional Siding and Trim
COR #109	Additional Siding and Trim Unit #707 DB			\$6,474.95	Additional Siding and Trim
COR #110	Additional Siding and Trim Unit #709 DB			\$2,152.87	Additional Siding and Trim
COR #111	Fence Repairs Unit #701-709 DB			\$14,077.79	Additional Fence Repairs
COR #112	Additional Siding and Trim Unit #507 DB Supplemental to COR#82			\$268.41	Additional Siding and Trim
COR #113	Additional Siding and Trim Unit #509 DB Supplemental to COR#83			\$674.05	Additional Siding and Trim

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

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

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

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



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

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

COR #175	Additional Siding and Trim Unit #907 DB Supplemental to COR#157			\$356.65	Additional Siding and Trim
COR #176	Additional Siding and Trim Unit #1001 DB Supplemental to COR#164			\$1,266.10	Additional Siding and Trim
COR #177	Additional Siding and Trim Unit #1003 DB Supplemental to COR#165			\$1,106.09	Additional Siding and Trim
COR #178	Additional Siding and Trim Unit #1005 DB Supplemental to COR#166			\$842.29	Additional Siding and Trim
COR #179	Additional Siding and Trim Unit #1011 DB			\$8,331.44	Additional Siding and Trim
COR #180	Additional Siding and Trim Unit #1013 DB			\$2,616.51	Additional Siding and Trim
COR #181	Additional Siding and Trim Unit #1015 DB			\$5,436.21	Additional Siding and Trim
COR #182	Additional Siding and Trim Unit #1017 DB			\$4,801.31	Additional Siding and Trim
COR #183	Additional Siding and Trim Unit #1019 DB			\$8,071.65	Additional Siding and Trim
COR #184	Fence Repairs Unit #1017 AND 1019 DB			\$8,937.75	Additional Fence Repairs
COR #185	Fence Repairs Unit #1101 DB			\$4,851.17	Additional Fence Repairs
COR #186	Additional Siding and Trim Unit #1101 DB			\$2,955.08	Additional Siding and Trim

COR #187	Additional Siding and Trim Unit #905 DB Supplemental to COR#156			\$278.59	Additional Siding and Trim
COR #188	Additional Siding and Trim Unit #1013 DB Supplemental to COR#180			\$278.59	Additional Siding and Trim
COR #189	Additional Siding and Trim Unit #1011 DB Supplemental to COR#179			\$391.18	Additional Siding and Trim
COR #190	Permit Fees Round 3			\$3,398.69	Permit Fees
COR #191	Additional Siding and Trim Unit #1009 DB Supplemental to COR#172			\$391.75	Additional Siding and Trim
COR #192	Additional Siding and Trim Unit #1103 DB			\$4,053.91	Additional Siding and Trim
COR #193	Additional Siding and Trim Unit #1105 DB			\$553.62	Additional Siding and Trim
COR #194	Additional Siding and Trim Unit #1107 DB			\$2,780.08	Additional Siding and Trim
COR #195	Additional Siding and Trim Unit #1109 DB			\$6,063.15	Additional Siding and Trim
COR #196	Additional Siding and Trim Unit #1019 DB Supplemental to COR#183			\$2,899.34	Additional Siding and Trim

COR #197	Fence Repairs Unit #1107 DB			\$3,755.64	Additional Fence Repairs
COR #198	REMEDICATION INTERIOR DRYWALL Unit #1019 DB Supplemental to COR#196			\$2,955.38	REMEDICATION INTERIOR DRYWALL
COR #199	Additional Siding and Trim Unit #1015 DB Supplemental to COR#181			\$913.83	Additional Siding and Trim
COR #200	Additional Siding and Trim Unit #1017 DB Supplemental to COR#182			\$761.24	Additional Siding and Trim
COR #201	Additional Siding and Trim Unit #1019 DB Supplemental to COR#198			\$1,198.01	Additional Siding and Trim
COR #202	Additional Siding and Trim Unit #1111 DB			\$4,852.67	Additional Siding and Trim
COR #203	Additional Siding and Trim Unit #1113 DB			\$5,817.44	Additional Siding and Trim
COR #204	Additional Siding and Trim Unit #1431 Commons			\$2,680.64	Additional Siding and Trim
COR #205	Additional Siding and Trim Unit #1433 Commons			\$2,874.73	Additional Siding and Trim
COR #206	Fence Repairs Unit #1113 DB			\$6,604.23	Additional Fence Repairs
COR #207	Additional Siding and Trim Unit #1101 DB Supplemental to COR#186			\$1,304.24	Additional Siding and Trim

COR #208	Additional Siding and Trim Unit #1103 DB Supplemental to COR#192			\$2,374.86	Additional Siding and Trim
COR #209	Fence Repairs Unit #1101 and 1103 DB			\$3,686.65	Additional Fence Repairs
COR #210	Additional Siding and Trim Unit #1112 DB			\$1,900.63	Additional Siding and Trim
COR #211	Additional Siding and Trim Unit #1423 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	<b>Additional Siding and Trim Unit #1108 Dunbarton</b>	<b>\$7,338.62</b>			<b>Additional Siding and Trim</b>
COR #222	<b>Additional Siding and Trim Unit #1106 Dunbarton</b>	<b>\$4,409.00</b>			<b>Additional Siding and Trim</b>
COR #223	<b>Additional Siding and Trim Unit #1417 Commons</b>	<b>\$5,520.91</b>			<b>Additional Siding and Trim</b>
COR #224	<b>Additional Siding and Trim Unit #1110 Dunbarton</b>	<b>\$7,631.01</b>			<b>Additional Siding and Trim</b>
COR #225	<b>Fence Repairs Unit #1106-1110 DB</b>	<b>\$11,981.14</b>			<b>Additional Fence Repairs</b>
COR #226	Additional Siding and Trim Unit #1425 Commons Supplemental to COR#212			\$591.30	Additional Siding and Trim
COR #227	Additional Siding and Trim Unit #1427 Commons Supplemental to COR#213			\$598.29	Additional Siding and Trim
<b>TOTALS</b>		<b>\$36,880.68</b>	<b>\$18,710.08</b>	<b>\$651,598.20</b>	

TOTAL ORIGINAL CONTRACT AMOUNT	\$822,857.00	
TOTAL ADJUSTED CONTRACT AMOUNT	\$1,474,455.20	



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



## Work Orders Nepenthe Association

<b>WO#:</b> 1175572	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> Clubhouse		<b>Category:</b>	Handyman
<b>Date Created:</b> 10/26/2023	<b>Date Completed:</b>	<b>Vendor:</b>	ELITE Service Experts
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Mike The locks on the 3 office doors connecting to Dusty's office need to be changed. Same key for all three doors. They need to be able to lock from the inside and unlock if we turn the handle from the inside. Please put the old door handles in the Elmhurst storage. Please put the screen back on the widow in the facilities room. Please move all of the Halloween boxes/decorations to Dunbarton Cabana Storage. Thank you :)			
<b>WO#:</b> 1175566	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 1113 Dunbarton Cir		<b>Category:</b>	Handyman
<b>Date Created:</b> 10/26/2023	<b>Date Completed:</b>	<b>Vendor:</b>	ELITE Service Experts
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Mike The front gate needs to be adjusted please. Thank you!			
<b>WO#:</b> 1175389	<b>Status:</b> Open	<b>Progress Code:</b>	Received
<b>Unit/Common Area:</b> 1428 Commons Dr		<b>Category:</b>	Fences
<b>Date Created:</b> 10/25/2023	<b>Date Completed:</b>	<b>Vendor:</b>	Critical Path Reconstruction Inc
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Homeowner reports that roots from the Redwood tree are displacing her fence. Please evaluate the structure and integrity of the fence and provide feedback to the office. -DF			



## Work Orders Nepenthe Association

<b>WO#:</b> 1175387	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 2286 Swarthmore Dr		<b>Category:</b>	Tree Maintenance
<b>Date Created:</b> 10/25/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> The Grove/Carson There is a broken tree branch in Zone 2 at 2286 Swarthmore. Please remove			
<b>WO#:</b> 1175318	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> Clubhouse		<b>Category:</b>	Handyman
<b>Date Created:</b> 10/25/2023	<b>Date Completed:</b>	<b>Vendor:</b>	ELITE Service Experts
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Mike Please put all the chairs and umbrellas away for winter Clubhouse elmhurst dunbarton thanks			
<b>WO#:</b> 1174856	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 1016 Vanderbilt Way		<b>Category:</b>	Tree Trimming
<b>Date Created:</b> 10/23/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Grove Grove please complete necessary corrective cuts to the tree at 1016 Vanderbilt Way thanks			



## Work Orders Nepenthe Association

<b>WO#:</b> 1174793	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 208 DUNBARTON Cir		<b>Category:</b>	Roof Leak
<b>Date Created:</b> 10/23/2023	<b>Date Completed:</b>	<b>Vendor:</b>	ADVANCED ROOF DESIGN INC
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>		<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Advance Roof Please inspect and repair the roof and flashing from the entrance of the garage Call at 916-764-9535 to get more information thanks			
<b>WO#:</b> 1174783	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> Lighting		<b>Category:</b>	Electrical
<b>Date Created:</b> 10/23/2023	<b>Date Completed:</b>	<b>Vendor:</b>	RIVER CITY ELECTRIC
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>		<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> River City Electric There is a light out at the northwest corner of Commons and Swarthmore around 1318 Commons and 2312 Swarthmore. Please replace. Thank you.			
<b>WO#:</b> 1174778	<b>Status:</b> Open	<b>Progress Code:</b>	Received
<b>Unit/Common Area:</b> 2263 Swarthmore Dr		<b>Category:</b>	Landscaping
<b>Date Created:</b> 10/23/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>		<b>Phone:</b>	<b>Fax:</b>
<b>Description:</b> Owner reports that there is a drainage problem in front of her home at 2263 Swarthmore as well as her neighbor's home at 2261. Please evaluate.			



## Work Orders Nepenthe Association

<b>WO#:</b> 1173959	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 1305 Vanderbilt Way		<b>Category:</b>	Irrigation
<b>Date Created:</b> 10/18/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Carson Landscape Urgent irrigation repair broken main line. Thank you.			
<b>WO#:</b> 1173701	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 1113 Dunbarton Cir		<b>Category:</b>	Light Pole
<b>Date Created:</b> 10/16/2023	<b>Date Completed:</b>	<b>Vendor:</b>	ELITE Service Experts
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Elite There is a lamp post on University Avenue that is broken/fallen down. An owner says they can see it from their bedroom window on 1113 Dunbarton. Please repair this as T/M Thanks			
<b>WO#:</b> 1173515	<b>Status:</b> Open	<b>Progress Code:</b>	Received
<b>Unit/Common Area:</b> 1425 Commons Dr		<b>Category:</b>	Roof
<b>Date Created:</b> 10/16/2023	<b>Date Completed:</b>	<b>Vendor:</b>	ADVANCED ROOF DESIGN INC
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Advance Roof There is a cap glued on to the vent pipe. Replace check and fix if any issues thanks			



## Work Orders Nepenthe Association

<b>WO#:</b> 1173391	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> Landscape		<b>Category:</b>	Tree Maintenance
<b>Date Created:</b> 10/13/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Carson Landscape Hello. There is a tree (#1965) in front of 108 Elmhurst Circle that needs inspection for aphids. Thank you!			
<b>WO#:</b> 1172925	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> Landscape		<b>Category:</b>	Irrigation
<b>Date Created:</b> 10/12/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Carson Wire cut. Zone 1 errors Dequoters down 1345 investigate, repair, wire tracing needed. Thank you.			
<b>WO#:</b> 1172896	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 1287 Vanderbilt Way		<b>Category:</b>	Tree Maintenance
<b>Date Created:</b> 10/12/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Grove a broken tree branch in Zone 5 at 1287 Vanderbilt. Please remove the branch thanks			



## Work Orders Nepenthe Association

<b>WO#:</b> 1172784	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 1109 Dunbarton Cir		<b>Category:</b>	Lighting
<b>Date Created:</b> 10/11/2023	<b>Date Completed:</b>	<b>Vendor:</b>	RIVER CITY ELECTRIC
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> River City Electric The lights around 1007-1109 Dunbarton Circle are not working. Thank you			
<b>WO#:</b> 1172683	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> General		<b>Category:</b>	Irrigation
<b>Date Created:</b> 10/11/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> carson suspected leak on Elmhurst. Please do the investigation on the Backflow's and then each valve and also on the meter Please aslo check if that big of the leak from homeowner. thanks			
<b>WO#:</b> 1172539	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 102 Elmhurst Cir		<b>Category:</b>	Tree Maintenance
<b>Date Created:</b> 10/10/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Grove The branch fell Infront of the house around 10ft long Thanks			



## Work Orders Nepenthe Association

<b>WO#:</b> 1171750	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 511 Dunbarton Cir		<b>Category:</b>	Siding
<b>Date Created:</b> 10/05/2023	<b>Date Completed:</b>	<b>Vendor:</b>	Critical Path Reconstruction Inc
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> CPR Please check siding and trim, This unit was done in phase 1 , these small dry rot came on pest report. thanks			
<b>WO#:</b> 1171661	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 512 Dunbarton Cir		<b>Category:</b>	Window Frame
<b>Date Created:</b> 10/05/2023	<b>Date Completed:</b>	<b>Vendor:</b>	Critical Path Reconstruction Inc
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> CPR Please inspect for water leak at the front downstairs window. Please inspect and send us a proposal. Thank you,			
<b>WO#:</b> 1171608	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> Zone 6 Landscape		<b>Category:</b>	Tree Proposal
<b>Date Created:</b> 10/05/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b> Grove The board has approved the proposal last night (10/5/23) for Zone 6 NTE \$43,785.00. For pruning priority level A,B AND C as indicated in the proposal. thanks			





## Work Orders Nepenthe Association

<b>WO#:</b> 1170056	<b>Status:</b> Open	<b>Progress Code:</b>	Request Sent
<b>Unit/Common Area:</b> 1423 Commons Dr		<b>Category:</b>	Tree Maintenance
<b>Date Created:</b> 09/27/2023	<b>Date Completed:</b>	<b>Vendor:</b>	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
<b>Schedule Completion Date:</b>			
<b>Assigned To:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>Description:</b>	Grove The tree at 1423 Commons is in decline Please remove the tree. Repair irrigation if needed. thanks		

**Architectural Review Committee Minutes October 202.pdf**

**NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES**  
**Thursday, October 12, 2023**

October 12, 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; Owen Johnson

Meeting was convened at 5:30 pm.

**A. Introductions.**

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

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

1. **2316 Swarthmore Drive – (from September)** A front door and storm door are 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 an aluminum FramerSave Frame” in coal black color. A 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 storm door is quite similar to some previously approved and was deemed acceptable. The contractor is to be Hall’s Windows. The Committee supported this exception to the guidelines for front doors. Voting was 3 votes in favor with one abstention. **Approval Recommended.**
  
2. **803 Dunbarton Circle** – In this 4400 model, requested is the replacement of the patio hardscape with new downspout extensions. Broom-finish, uncolored concrete stamped into 23 squares and 4 smaller rectangles will be created. The entire east-west run of space from the kitchen exterior wall to the exterior wall of neighboring 801 Dunbarton will be hardscape. The homeowner and contractor know that they will need to create the appropriate degree of slope so that water will drain south toward the alley. The existing two downspouts will receive new 4-inch corrugated extensions, and four drains will be connected to the drain system, which will connect to an already buried drain diffuser beyond the fence and gate in the alley. The extensions will not be buried but will lie exposed so that they can be removed and cleaned out. **Approval Recommended.**
  
3. **1104 Dunbarton Circle** – Security cameras are requested for this 5500 Model. 4 Ring-brand security cameras are requested, which does not need approval, according

to form. Information provided in accordance with our *Guidelines*. **Approval Recommended.**

4. **1242 Vanderbilt Way** – A screen door at the front door is requested for this 2000 model. Requested is a Viewguard Security Door screen door that has not been previously approved in Nepenthe, consisting of a “thick-walled” “wide” “aluminum frame” containing “stainless steel woven mesh.” The mesh is purported to be so strong that it will resist attempts to break in. The color of the frame is to be “Anodized Bronze,” a very dark brown. **Approval Recommended.**

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

2. **1106 Dunbarton Circle** – Emergency replacement of the HVAC system in this 2300 model: requested is installation of a new 3.0-ton, 17-SEER multi-stage GE split heat pump (Model ADU2436ZGDA) 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 Authority Heating & Air Conditioning, of Pleasant Grove. Voting was conducted by email on October 109, with all four active members voting yes. **Emergency Approval was Granted on October 11, 2023.**

**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 – Jan Wadsworth** – She desires a trellis replacement, with unknown changes. Attempts to communicate via email or phone have not produced useful information. Would any members join me in going over to see her patio and learn the special needs she has?

**D. New Business:**

3. Community Rules updating: ARC has been informed that the responsibility to change or edit the document lies with the Board, and the Board has not requested editing.
4. Board Liaison Markus Dascher raised concerns and issues with HVAC refrigerant lines rules installed on top of the exterior siding. Markus advised the committee that new refrigerant lines now exist on top of the exterior of some homes for which applications for HVAC replacements had likely been granted on the basis of the existing refrigerant lines within the buildings wall being used. During subsequent discussion it was agreed that a possible remedy might be that a note should accompany future applications for HVAC replacements advising that “after-construction-inspections” will be performed to confirm that existing refrigerant lines within the building wall have been used.

5. Owen Johnson discussed with the committee ADU rules. She has consulted with Uptown Construction, who builds ADUs locally.

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

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

Meeting adjourned at 6:37 pm.

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

## **Finance Committee Meeting October 2023.pdf**

## Minutes – Finance Committee Meeting

October 23, 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), Bob Browning (Browning Reserve Group); Observers: Markus Dascher, Christina George, Mary Gray, Joe Shlabotnik, Cheryl Nelson, Dawn Freeman, Carol Duke, Karen Lowrey, Ashley Tangeraas.

- 1) Approval of September minutes – Approved via email. Link to Zoom recording of meeting: <https://nepenthehoa.com/finance-committee/>
- 2) Homeowner comments/questions
- 3) Reserve Study discussion with Bob Browning about Draft 4 of Reserve Study (10/20/23): Mr. Browning introduced the Reserve Study stating that he was rebuilding the existing draft of the Reserve Study to include three main factors: the new spending expectations based on the work done on the Siding, Painting, and Fencing project so far (Phase 1) and projections for costs in subsequent phases extending through 2027, the reworked plan for landscaping, and deferring paving. Additionally, he argued for extending the siding cycle from 6-year cycles to 12-year cycles, stating that it is unlikely that we would spend the amount of money anticipated for the current siding project in 6 years. We would be more likely to replicate our current situation in 12 years.
  - a. Reserve study questions:
    - i. Siding- What is the impact on the reserve study of using a product with a higher anticipated useful life than T1-11? Browning stated that since Duratemp is a wood product, he was not clear about the impact on its useful life. He planned to do more research into the product when preparing for next year's on-site reserve study.
    - ii. Painting- Why do we have a 6-year cycle on painting if we have a 12-year cycle for siding? Browning said that the painting is tied to the product. He thought we might benefit from having an 8-year cycle with a mid-cycle touch up. Again, doing more research into the lifespan of the painting product next year.
    - iii. Tennis courts- There is a mistake on pg.16, Commons Dr. tennis courts. Resurfacing costs of \$62K is included there and should be deleted.
    - iv. Landscape- Why is the line item for irrigation/valves/landscape renovation/and irrigation listed every year? Ms. George, liaison to the Grounds Committee explained that this represents funds that we plan to use to renovate landscaping and irrigation, changing out valves when needed so that our grounds use less water and require less maintenance. There is another line item for plant replacements. This small amount of money is meant to cover other plant replacement not connected with landscape renovation efforts.
    - v. Percent of assets funded- Why is this number so low? Browning stated that the “percent funded” statistic is an unreliable statistic. It is affected by how

much you have had to spend in a particular year and the resulting drain on the reserves. This number does not take into account the funds that continue to come into the reserve account through monthly contributions and whether that amount is sufficient to cover future anticipated expenses. The most important thing is that our reserve contributions and spending plan is sufficient to keep our reserve funds above \$5 million dollars in the years we anticipate having the greatest expenses (\$5 million dollars represents 10% of our total assets).

b. Operations budget- Mr. Henle shared most recent draft of the operations budget for Finance Committee (FC) review and comments on 10/22/23.

- i. Common Area: Pool/Transient cleanup- An extra \$1,000 a month is included in the budget to deal with the effects of homeless using the spas for bathing.
- ii. Administration: Taxes zeroed out
- iii. Security: Continuing with one patrol/night
- iv. Flood Insurance: Still do not have good numbers. Timmer stated that just because a person has flood insurance doesn't mean that they will rebuild. White stated that First Service is the listed as receiver on the flood insurance documents, although it is an individual policy. Discussion ensued, resulting in a recommendation to the Board that they investigate the mechanics of flood insurance reimbursement, clarifying where reimbursements go and what options homeowners have.
- v. Total increase in homeowner dues: We see that the total increase in HOA dues is more than \$53/household. Is there any way to take this down? Mr. Henle stated that they had tried hard to cut costs wherever they could. Flood insurance represented 28% of the cost increase. Ms. White commented that landscape costs were high.

4) Old business:

5) New business:

- a. September financials – No questions
- b. Reserve tracker– Timmer noticed a discrepancy between the Reserve Tracker and monthly Financial Statement. Ms. Helms had looked into it, but could not explain the discrepancy. She will do some more research.
- c. Investments- Henle told us that he noticed that 3.7m dollars in our reserve account had not been reinvested in September and part of October. He contacted First Service. Based on his conversation with First Service it is expected between ~~Between~~ First Service and JP Morgan, ~~they will reimburse~~ Nepenthe will be reimbursed ~~us~~ for lost revenue.

6) Homeowner questions/comments

7) Next meeting- November 27, 2023, 4:30 pm



## **Grounds Committee Minutes October 2023.pdf**

## Grounds Committee Meeting Minutes

October 19, 2023  
Nepenthe Clubhouse

### Members Present

Jim Shaw, Co-Chair  
Rick Lawrence  
Diane Durawa,  
Joleen Hecht  
Linda Cook  
Joan Trotta  
Kathy Waugh

### Also Present

Christina George, Board Liaison  
Cheryl Nelson, Board Member  
Dusty Favichia General Manager  
Oscar Lopez, Carson  
Paul Dubois, Grove

### Homeowners

Bill Smith, John Bloomer

### Agenda Items

Jim called the meeting to order at 3:05 PM

**Minutes of September Meeting** – Jim apologized for a mix-up regarding minute preparation. Result: no minutes for Committee review and approval. A verbal recap was given at the last Board meeting.

**Christina Update** – The Board has funds available for landscaping projects. The specific amount available was not mentioned. Previous zone walks and homeowner requests approved by the Committee will be considered. Christina, in coordination with Carson, will curate the approved requests and generate a proposal for presentation to the Board next week for formal approval. Carson's intent is to have all approved work completed and billed by December 31.

### Homeowner Comments

- **John Bloomer** – Citing conversation with the prior General Manager, John submitted a sketch proposal for landscaping in front/adjacent to his home on Dunbarton Circle. His request and drawing were taken under advisement. Dusty indicated that she would forward John's drawing to Oscar for review.
- **Bill Smith** – Bill repeated his request for assistance in the remediation of spring storm damage to the common area immediately adjacent to his home on Dunbarton Circle.

Christina noted that the Board had previously considered and denied his request. Cheryl noted that the Board's decision stands. There was no issue before the Board that will make the Board reconsider.

**After Business Hours for Repair of Infrastructure Issues** – Dusty noted that Carson received and responded to a water leak on Vanderbilt. This led to a general discussion after-hours communication. Dusty reminded that Nepenthe had a standing protocol to deal with after-hours issues. Homeowner requests are directed to Customer Care's number, (800) 428-5588. Direct communication with Carson's after-hours number is discouraged. A reminder notice will be placed in this Friday's newsletter.

**New Water Law Update** - As follow-on to the Vanderbilt water issue, Cheryl noted that a new state law is problematic for Nepenthe, it eliminates the watering of "nonfunctional turf" turf with potable water. "Nonfunctional" is defined as turf NOT associated with a specific use - example: golf course fairways, single residences, sports fields and cemeteries. Homeowner associations are not exempt.

Nepenthe's water is supplied by City. The water is potable and use for homeowner consumption and common area landscaping. Cheryl noted that it would be cost prohibitive for Nepenthe to re-plumb to a new system separating residential use from the irrigation of our common areas. As a result, Nepenthe will be forced to meet compliance by working towards a communal landscape with a much lighter water footprint. A major problem.

**Carson Report** – Oscar's maintenance update included/noted:

- Maintenance Update by Zone
- Preemergent Schedule
- Irrigation Reports and Repairs

**Grove Zone 7 Tree Walk Report and Proposal** – Paul's review of both items. Zone 7's work will primarily focus on weight reduction and come co-dominance issues. After discussion, Linda moved and Diane seconded a motion to accept the Grove proposal totaling \$30,680. The proposal passed unanimously.

Paul also gave an overview of pending crane work, scheduled for October 24-26. He noted Grove's intent to complete and bill all storm related remediation, Zone 7 and all remaining approved preventative maintenance work by the end of the year.

#### **Homeowner Comments**

- **John Bloomer** – John asked Paul about redwood regrowth issues once a co-dominance procedure. Paul said that subsequent regrowth was directed to the surviving trunk though redwoods could be susceptible future to co-dominant issue.

#### **Adjournment**

## **ILS Meeting Minutes October 2023.pdf**

## ILS Committee Meeting

Date: October 10, 2023

Attendees: Nancy Arndorfer, Chair-person      William Olmsted, Member  
Jerry Dunn, Member                              Leslie Arnal, Member  
Pam Dimaggio, Member

1. Flood Insurance: NFIP Flood Insurance is expected to increase when it renews in December. Since the P & C Insurance cost doubled when it renewed, we discussed whether Association should still purchase coverage. Private carriers can offer better coverage for less money, however some committee members still worry about homeowners not purchasing coverage on their own. No consensus between committee members so no recommendations will be made.
2. Safety and Security: Board is exploring possibility of expanding Security Patrol to one additional visit per night, but it will depend on the budget.
3. Private Property Signs: Signs to deter homeless trespassers have been purchased by First Services, but not yet installed.
4. Handicapped Signs & Parking Spaces: Recommendation was made to have an ADA Specialist perform an on-site inspection to make sure Nepenthe is in compliance with ADA Laws.

Next meeting scheduled for Tuesday, November 14<sup>th</sup>.

## **Outreach Committee Minutes October 2023.pdf**

**Nepenthe Outreach Committee Meeting Minutes**  
**October 11, 2023**  
**4:00PM**  
**Nepenthe Clubhouse**

**Present:**

Marcy Best, Chair

Gerry Gelfand

Ann Bennett

Marie-Louise Nelson Graves

Nancy Arndorfer

Theresa McCrackin

Bonnie Jacobsen

Pat Furukawa

Hallie Henle

Cheryl Nelson, Board Liaison

Joan Barrett, Secretary

**Not Present:**

Joyce Earl

Jan Beale

Carol Duke

**Visitor**

Karen Lowrey

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

The minutes from the September 13, 2023 meeting were accepted unanimously as written,

**Old Business**

**New Residents**

**Hallie** said that there are 4 new residents this past month, 1 is renting, the others are owner/residents.

### **Treasurer's Report**

**Marcy** updated the committee as to the treasury details, \$1,811.68 is in the ledger as of 9/30/23. The Costco card has a \$304.00 balance.

Total current balance is \$2,115.68.

**Marcy** is still working with Dusty to develop a workable financial system.

### **Bingo Night**

**Bonnie** said that there were 35 people at the Bingo event and everyone claimed to have had a good time. There had been mention of Joan Roberts calling for Bingo games several times a year but **Bonnie** is getting the impression that Joan R would not agree to more than 2 bingo events a year, and may not be keen to repeat her part in the evening.

**Gerry** suggested that Bunco may be a viable alternative as there are fewer details and restrictions with that simple game and everyone usually has a good time.

A discussion about other events in the clubhouse broke out and the subject of alcohol in the clubhouse arose. **Cheryl** said that insurance is not a problem regarding alcohol is if it is not for sale and that events in the clubhouse need to be sponsored by a sanctioned committee. **Ann** would like to see a Happy Hour held at the clubhouse, she will meet with **Marcy** to develop a plan to initiate that activity.

### **New Business**

#### **Halloween**

The Hayride is scheduled for 10/28/23 along with the Trunk or Treat. The Decoration Committee has specs from John Baker for building the crawl tunnel from PVC pipe and will be working on that feature so that it is ready by the 28th.

**Marcy** reported that she had asked for volunteers through the newsletter and 3 persons responded.

**Nancy** will seek sponsors from Realtors again this year and expects to finalize that this week.

Candy bags will be filled by volunteers on Saturday, October 21st, after the coffee at the clubhouse.

The set-up for the Halloween event will be on Saturday, the 28th of October, during coffee at the clubhouse.

#### **Holiday Party**



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

RSVPs for the event are an alternative to tickets to determine how many to anticipate at the cost-free party for attendees. It was suggested to ask **Duckie Peterson** from Campus Commons about managing the food for the event and **Theresa** will call her to see if she is interested in catering or if we should look for other ways to provide the appetizers for the evening as Duckie has been most generous in working tirelessly on our behalf so many times.

**Bonnie** will contact Inga about conducting a caroling session during the party.

**Hallie** will gather ideas for ice-breaker games for the evening.

**Karen Lowrey** noted that First Service Residential can be approached regarding a donation of liquor and/or something else as they have been amenable to this in the past.

### **Line Dancing**

Bryant is a local dance instructor that will lead a class in line dance proposed for mid-November. **Marcy** will check the calendar. It was noted that the manager at the Campus Commons Clubhouse, Q, has offered their facilities for some events providing their clubhouse is available and that the event also be open to Campus Commons residents.

Meeting adjourned at 5:10PM

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, November 8th, 2023 at 4:00PM - Nepenthe Clubhouse.**

## **Huffman\_Correspondence 10.19.2023.pdf**

## Dusty Favichia

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**From:** stephenhuffman@  
**Sent:** Thursday, October 19, 2023 5:11 PM  
**To:** Dusty Favichia  
**Subject:** Message to Board

Dusty, please include this message in the board packet for November. Thanks.

.....  
Nepenthe Association Board of Directors:

Sally and I will be moving from Nepenthe in November. Because of our declining health, we can no longer live in a two-story house. Our daughter owns a single-story rental house in East Sacramento. She will become our landlady.

I would like to leave with two bits of information and opinion. The first has to do with our current landscape contractor, Carson Landscape Industries. Of the four contractors I've dealt with, as a homeowner, on the Grounds Committee and as a director, they have been far and away the best. The quality of their work is superior, and their people are well qualified and trained. My exercise is now limited to walking, so I see not only our grounds, but also those of other Campus Commons associations. Ours look very good with few exceptions. Carson advised us well in recommending new plantings requiring less maintenance. We benefit from heeding that advice.

The second subject is our stormwater and waste water systems. My worry is that at some time in the future people will assume we know nothing on that subject. In fact, we know plenty because in 2018 two of our engineer-homeowners, Don Landsittel and Bob Giess, did extensive research at the request of the directors, and filed a report. First Service, which maintains our records, should have it. It is dated April 3, 2018. Just in case they cannot locate it, I transferred my copy of the report to a flash drive and gave it to Markus.

We have loved being part of this community for the past 14 years. We've made many friends. As a volunteer for our association, I got to work with dedicated people. I've valued my working relationships with several staff members. We hope we see some of you in the future.

Steve

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

## **Dunn\_Correspondence October 2023.pdf**

**Nepenthe Flood Insurance Considerations**  
**Policy renews Dec. 14, 2022**

**Recommend Nepenthe change its policy regarding Flood Insurance and transfer the responsibility of obtaining flood coverage to the individual homeowners.**

Nepenthe is the only known HOA in the Sacramento area that purchases flood insurance for its residents. Nepenthe is located in a Zone X500 Flood area which means less than 1% chance of flooding in 500 years. By comparison, we have a 10% chance of earthquake in 50 years.

Flood Insurance was purchased by the association because some owners, especially those with connecting units wanted to make sure all buildings would be restored and property values would not depreciate as a result of a catastrophic flood. While a valid concern, the thinking is inaccurate. A catastrophic flood would still destroy the landscaping and sidewalks as well as the infrastructure such as plumbing, electricals, streets, etc. not just in Nepenthe but all around.

Flood insurance is about 18% of the operating budget costing \$ 334,976 which equates to \$ 568 per unit or almost one month's dues. It makes little financial sense to spend that amount of association money **on something with less than 1% chance of occurring in 500 years. Nepenthe should stop purchasing 590 individual flood policies and transfer that decision to the individual home-owners.**

Other considerations for transferring Flood Insurance to the individual homeowners:

1. The cost for insurance from private carriers is about \$43,600 less than NFPA. (see attachment)
2. Private carriers can offer higher limits and better coverages than NFPA.
3. Owners renting their units would no longer need to purchase contents coverage.
4. Eliminates Association liability exposure for choosing inadequate coverage for homeowners.
5. Reduces homeowner dues by \$ 47 a month or more making it easier to buy/sell homes.
6. Eliminates management time and expense involved with accounting, collecting money from rental property owners and providing certificates of insurance to lenders, etc.
7. Costs for individual units can vary by as much as \$70 depending on location meaning spreading the cost evenly is not fair to those whose insurance cost is less.

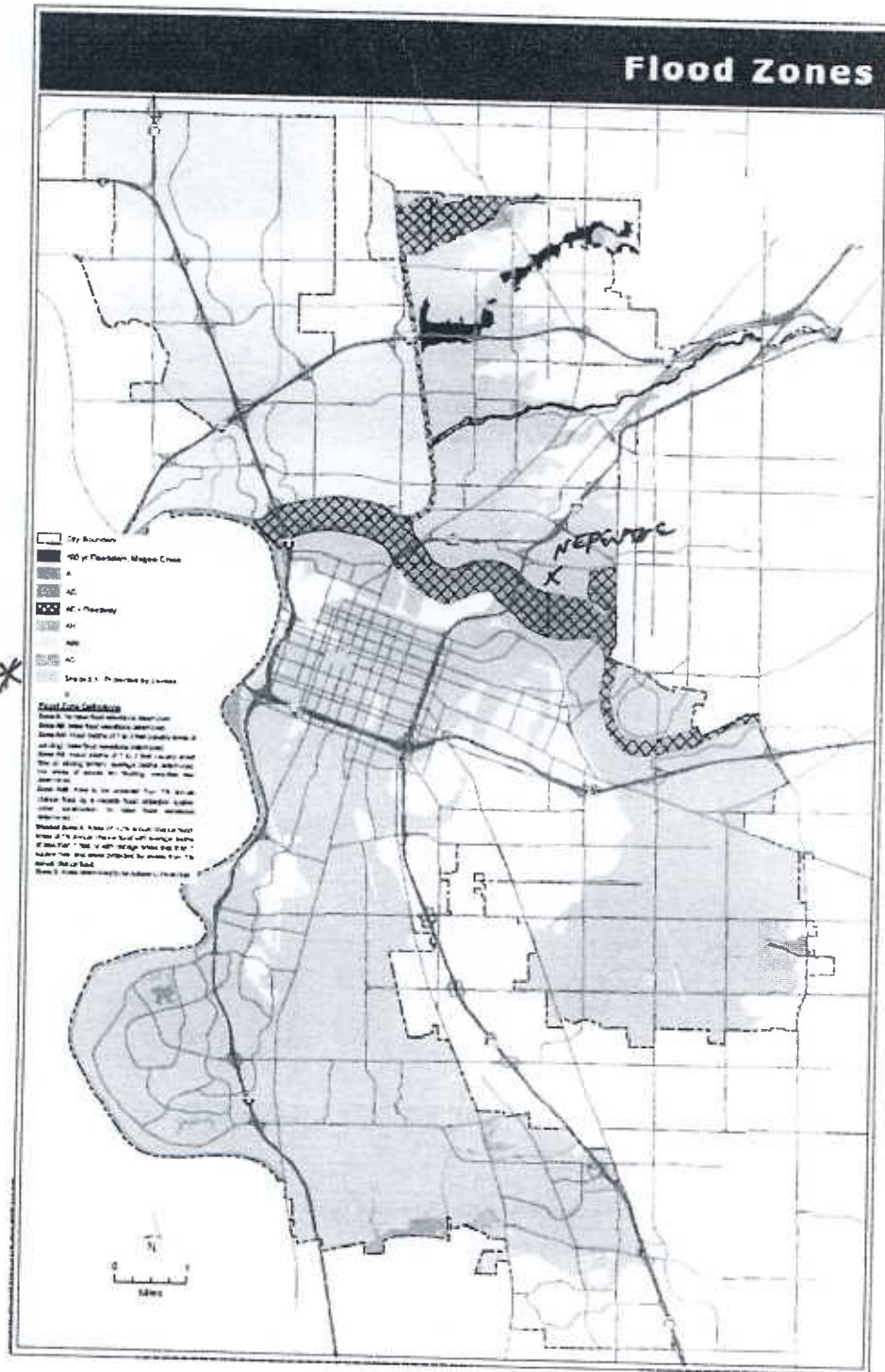
In 2022, we experienced a 100 year flood event with no fear of flooding. The state/county is currently doing even more expanding of the levee for protection near our area.

**Section 11.2 Rebuilding Procedures** from Nepenthe's CC&R's specifies owners of any lot destroyed are obligated to pay their proportionate share of the cost for reconstruction. If they fail to do so the association may levy a special assessment against their lot. (See attachment)

This is a very emotional matter for many home-owners, however Nepenthe is a business and business decisions should be determined by facts rather than individual beliefs and fears. For reasons stated above, continuing to purchase flood insurance thru NFPA is not a good business decision for Nepenthe.

Thank you for giving this serious consideration before the current policy expires.

Jerry D. Dunn (ARM)



GRAY AREA IS ZONE X.



the casualty event. The Board will also cause to be recorded a certificate declaring the intention of the Owners not to rebuild.

Fair market value will be determined by an independent appraiser selected by the Board who will be a member of the Society of Real Estate Appraisers (SREA) or other nationally recognized appraiser organization and who will apply its or such other organization's standards in determining the fair market value of each Lot. The appraisal costs may be paid from the sale or insurance proceeds, as the case may be.

### **Section 11.2. Rebuilding Procedures**

If the eligible Owners determine to rebuild, the Owner of each Lot located within a structure that has been totally or partially destroyed shall be obligated to contribute his or her proportionate share of the cost of reconstruction or restoration of the structure containing his or her Lot, over and above the available insurance proceeds. Owners shall contribute their proportionate share of the cost of reconstruction or restoration of any portion of the Common Area based upon the ratio the square footage of the floor area of his or her Lot bears to the total square footage of the floor area of all Lots. If any Owner fails or refuses to pay his or her proportionate share, the Association may levy a Special Individual Assessment against the Lot of such Owner which may be enforced under the lien provisions contained in Article IV, above, or in any other manner provided in these CC&Rs.

If any Owner disputes the amount of his or her proportionate liability under this Section, such Owner may contest the amount of his or her liability by submitting to the Association within ten (10) days after notice to the Owner of his or her share of the liability, written objections supported by cost estimates or other information that the Owner deems to be material and may request a hearing before the Association at which the Owner may be represented by counsel. Following such hearing, the Association shall give written notice of its decision to all Owners, including any recommendation that adjustments be made with respect to the liability of any Owners. If such adjustments are recommended, the notice shall contain the date, time and place of a special meeting of Owners to be held for the purpose of acting on the Association's recommendation, including making further adjustments, if deemed by the Owners to be necessary or appropriate. All adjustments shall be affirmed or modified by fifty-one (51%) percent of the total voting power of the eligible Owners. If no adjustments are recommended by the Association, the decision of the Association shall be final and binding on all Owners, including any Owner filing objections.

### **Section 11.3. Minor Deficiency in Insurance Proceeds**

If the available proceeds of the insurance maintained pursuant to Article IX are sufficient to cover not less than 85 percent of the costs of repair and reconstruction, the Improvements will be promptly rebuilt unless, within ninety (90) days from the date of destruction, seventy-five (75) percent of the total voting power "Eligible Owners" (as defined in Section 10.4, below), determine, in accordance with the procedures set forth in Section 10.3, below, that such repair and reconstruction will not take place. If repair and reconstruction is to take place, the Board will be required to execute, acknowledge and record in the office of the County Recorder, not later than two hundred and twenty (220) days from the date of such destruction, a certificate declaring the intention of the Owners to rebuild.

### **Section 11.4. Major Deficiency in Insurance Proceeds**

If Section 11.3 is not applicable, then:



Jerry Dunn,

Welcome to Neptune Residential Flood, the simplest way to buy flood insurance. We are excited to protect your home from one of nature's most damaging disasters. The below details are based off the selections made during the quoting process for your property.

Quote:	CA3283DQLNY97P (QQ)	Quote Date:	10/10/2023
Policyholder:	Jerry Dunn	Effective Date:	10/20/2023
Address:	716 ELMHURST CIR SACRAMENTO, CA 95825	Property Type:	Primaryhome
Home Type:	Singlefamily	Foundation:	Slab
On Floor:	N/A	Construction:	Wood
Year Built:	1976	# Floors:	2
Flood Zone:	X500	# Steps:	0
Prior Losses:	None	Has EC:	No
		EC Height:	N/A

X MEANS LESS THAN 1% CHANCE IN 500 YEARS

Coverage	Description	Amount	Premium
Coverage A	Building Property	\$250,000	\$240.00
Coverage B	Personal Property	\$100,000	\$96.00
Coverage E	Pers. Property Replacement Cost	No	\$0.00
Coverage F	Basement Contents	\$0	\$0.00
Coverage G	Pool Repair & Refill	\$0	\$0.00
Coverage H	Unattached Structures	\$0	\$0.00
Coverage I	Temporary Living Expenses	\$0	\$0.00
Deductible	Selected Deductible	\$10,000	(\$67.00)

Lienholder Information:

Subtotal	\$269.00
Policy Fee	\$150.00
Taxes	\$13.32
<b>Total Annual Cost</b>	<b>\$432.32</b>

To purchase this policy, please contact:  
 Neptune Flood Incorporated  
 (727)217-5343  
 support@neptuneflood.com  
 California License: 0M32830

CURRENT NFIP Policy \$506 ✓  
 \$74. LESS THAN CURRENT Policy

Neptune Flood Insurance Services License: 0M32830

This non-binding quotation is not an offer of or a contract for insurance. This quotation is based on the information supplied, and it may be withdrawn by Neptune Flood for any reason prior to the submission of a completed, signed application for insurance that meets the underwriting criteria of the insurer. Quote and pricing shown are valid for 60 days beginning the date the quote is created. After 60 days, a new quote with potentially different pricing will be required.





**THIS POLICY MEETS THE DEFINITION OF PRIVATE FLOOD INSURANCE CONTAINED IN 42 U.S.C. 4012a(b)(7) AND THE CORRESPONDING REGULATION**

**SEC. 100239. USE OF PRIVATE FLOOD INSURANCE TO SATISFY MANDATORY PURCHASE REQUIREMENT**

"(7) PRIVATE FLOOD INSURANCE DEFINED. - In this sub-section, the term 'private flood insurance' means an insurance policy that –

"(A) is issued by an insurance company that is -

"(i) licensed, admitted, or otherwise approved to engage in the business of insurance in the State or jurisdiction in which the insured building is located, by the insurance regulator of that State or jurisdiction; or

"(ii) in the case of a policy of difference in conditions, multiple peril, all risk, or other blanket coverage insuring nonresidential commercial property, is recognized, or not disapproved, as a surplus lines insurer by the insurance regulator of the State or jurisdiction where the property to be insured is located;

"(B) provides flood insurance coverage which is at least as broad as the coverage provided under standard flood insurance policy under the national flood insurance program, including when considering deductibles, exclusions, and conditions offered by the insurer;

"(C) includes -

"(i) a requirement for the insurer to give 45 days written notice of cancellation or non-renewal of flood insurance coverage to - "(I) the insured; and

"(ii) the regulated lending institution or Federal agency lender;

"(ii) information about the availability of flood insurance coverage under the national flood insurance program;

"(iii) a mortgage interest clause similar to the clause contained in a standard flood insurance policy under the national flood insurance program; and;

"(iv) a provision requiring an insured to file suit not later than 1 year after date of a written denial of all or part of a claim under the policy; and

"(D) contains cancellation provisions that are as restrictive as the provisions contained in a standard flood insurance policy under the national flood insurance program.

*This non-binding quotation is not an offer of or a contract for insurance. This quotation is based on the information supplied, and it may be withdrawn by Neptune Flood for any reason prior to the submission of a completed, signed application for insurance that meets the underwriting criteria of the insurer. Quote and pricing shown are valid for 60 days beginning the date the quote is created. After 60 days, a new quote with potentially different pricing will be required.*

## **NEP 2023-10-4 Open Session Minutes.pdf**

# NEPENTHE ASSOCIATION

## Open Session Nepenthe Board of Directors

October 4, 2023 6:00 PM  
Nepenthe Clubhouse  
1131 Commons Drive  
Sacramento, CA

### MINUTES

#### Directors Present

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

#### Directors Absent

None

#### Additional Attendees

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

### I. CALL TO ORDER

### II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

### III. REPORTS

#### A. CONSTRUCTION MANAGER'S REPORT

The Board accepts the monthly report 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 any minutes provided. Minutes for the Insurance, Legal and Safety Committee were provided during the meeting and Nancy Arndorfer provided a verbal report. Additionally, Jerry Dunn provided a verbal report regarding Insurance. Jim Shaw provided a verbal report for the Grounds Committee.

### V. HOMEOWNER FORUM

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

### VI. HOMEOWNER CORRESPONDENCE

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

### VII. CONSENT CALENDAR

**Resolved**

\*The Board approved Consent Calendar Items A through C as presented. \*Christina George verbally abstained from item A.) Approval of Minutes.

**Motion:** CHERYL NELSON

**Second:** JACQUELYN GREBITUS

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

**NAYs:** None

▶ **Resolved**  
*The motion passed*

**A. APPROVAL OF MINUTES**

**B. FINANCIAL STATEMENT**

**C. ARCHITECTURAL APPROVALS**

**VIII. UNFINISHED BUSINESS**

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

The Board stated that written follow up answers for the September 6, 2023, open forum can be found in the published board packet for this meeting, October 4, 2023, on the Nepenthe Website.

**IX. NEW BUSINESS**

No New Business.

**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 November 1, 2023, at 6:00 pm.

**XII. ADJOURN**

The meeting adjourned at 6:35 pm.

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**APPROVED**

---

**DATE**

## **NEP 09-2023 Financials\_Abbreviated.pdf**

**NEPENTHE ASSOCIATION**  
**CASH BASIS FINANCIAL STATEMENTS**  
**FOR THE MONTH AND NINE MONTH(S) ENDED**  
**SEPTEMBER 30, 2023**

**CONTENTS**

FINANCIAL SUMMARY REPORT	
CASH FLOW REPORT	
COMPARATIVE BALANCE SHEET	A
INVESTMENT REPORT	B
GENERAL RESERVE FUND BALANCE SUPPORT SCHEDULE	C
INCOME STATEMENT	D
INCOME STATEMENT FOR 12 MONTHS ENDING	EA
SUB ACCOUNT LEDGER	FA
GENERAL LEDGER	F
TRANSACTION REGISTER	G
RECEIPTS STATEMENT	H
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 ASSOCIATION**  
Financial Summary



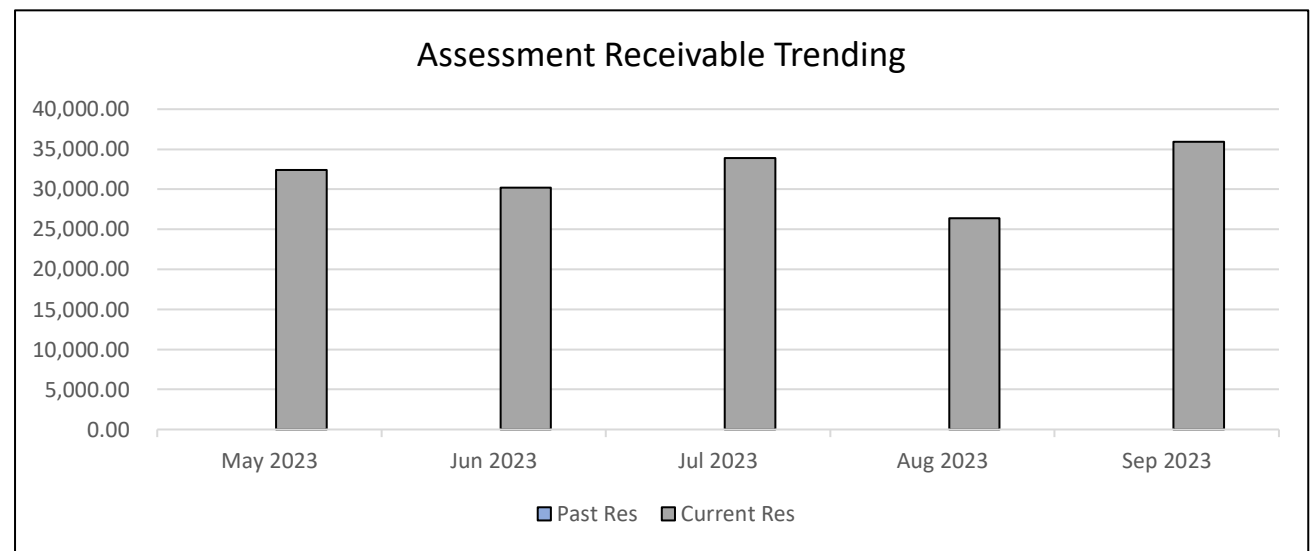
Fiscal Year End: **December 31, 2023**  
For the Month Ended: **August 31, 2023**

**CASH SUMMARY**

	This month	Last Month		Change in Cash
Operating cash	347,832.42	525,172.79	Decrease in Cash	(177,340.37)
Reserve cash	11,215,268.10	11,173,342.72	Increase in Cash	41,925.38
Adj Operating Cash (see note 1)	281,161.69	461,025.01	Decrease in Cash	(179,863.32)
Average budgeted expenses / month	341,659.00			
Average # of months of available cash	1.02			
Percent Funded Per 2018 Reserve Study	186.0%			

**ASSESSMENT SUMMARY**

Prepaid Utilities	
Monthly Assessment Budget	337,480.00
Assessment Cash Received	312,359.98
<u>Total Assessments Receivable</u>	
0-30 days late (see note 2)	13,637.15
31-60 days late	0.00
61-90 days late	5,086.55
over 90 days late	17,195.50
Total Assessments Due	35,919.20
<u>Other Receivable</u>	41,794.46
Total Owners Receivable	77,713.66
Past Residents Assessments Rec.	0.00
Prepaid Assessments	66,670.73



**OPERATING SUMMARY**

Category	August Expenses	YTD Expenses	YTD Budget	YTD Variance	Negative YTD Variances >\$2000
Utilities	8,632	104,314	84,123	(20,191)	
Landscape	45,100	418,980	410,652	(8,328)	
Common Area	7,810	99,963	122,850	22,887	WNSPOUT
Management/On-Site Admin	54,004	473,759	383,517	(90,242)	
Insurance	31,467	374,166	385,200	11,034	
<b>Total Operating Expenses</b>	<b>147,013</b>	<b>1,471,183</b>	<b>1,386,342</b>	<b>(84,841)</b>	Spending overbudget year-to-date
YTD Profit/(Loss)		(61,002)			

**RESERVE SUMMARY**

Contribution to Reserves this month:	375,242.00	Reserve Disbursements this month:	432,032.23
Contribution to Reserves Year-to-Date:	2,419,743.63	Reserve Disbursements Year-to-Date:	2,712,874.12
Interest on reserve funds Year-to-Date	394,242.65		

**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's Year To Date Cash Flow**

<b>Source</b>		<b>Operations</b>	<b>Reserves</b>
<b>Beginning Balance</b>	<b>1/1/2022</b>	<b>125,828</b>	<b>11,113,960</b>
<b>Plus</b>	Income	3,829,883	
	Reserve Investment Income		394,243
	Contributions to Reserves		2,419,744
	Pending Reserve Expense		196
	Percent Funded Per 2020 Reserve Study		
	Accounts Payable	310,203	
	Processing Fees		
	Due from Vendor		
	Due from Reserve		
<b>Less</b>	Operating Expenses	(1,471,142)	
	Reserve Funding	(2,419,744)	
	Reserve Expenses		(2,712,874)
	Pending Reserve Transfer		
	Due from Vendor		
	Due to Operating	(15,500)	
	Prepaid Insurance		
	Processing Fees		
	Receivable from Management	(900)	
<b>Ending Balance</b>	<b>8/31/2023</b>	<b>347,832</b>	<b>11,215,268</b>

**Budget Report**

Actual Income - Year-to-date	\$ 4,224,166.59
Budgeted Income - Year-to-date	\$ 3,074,931.00
Produced a positive Year-to-date income variance of	\$ 1,149,235.59
Actual Expenses and Reserve Contribution - Year-to-date	\$ 4,285,168.96
Budgeted Expenses and Reserve Contribution - Year-to-date	\$ 3,074,931.00
Produced a negative Year-to-date operating expenses variance of	\$ (1,210,237.96)
The two combined variances produced a negative Year-to-date variance of	\$ (61,002.37)

**Other Information**

Unpaid assessments at	8/31/2023	were:	\$ 35,919.20
Prepaid assessments at	8/31/2023	were:	\$ 66,670.73



NEPENTHE ASSOCIATION COMPARATIVE BALANCE SHEET 09/30/2023
---

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
-----		
CASH AND INVESTMENTS		
OPERATING ACCOUNT FUNDS	347,832.42	525,172.79
PETTY CASH	150.00	150.00
RESERVE ACCOUNT FUNDS	11,215,268.10	11,173,342.72
	-----	-----
TOTAL CASH AND INVESTMENTS	11,563,250.52	11,698,665.51
OTHER ASSETS		
DUE TO OPERATING	(15,499.74)	(15,499.74)
DUE FROM RESERVES	15,499.74	15,499.74
UNFUNDED RESERVES	187,621.00	375,242.00
RECEIVABLE FROM MANAGEMENT	900.00	900.00
	-----	-----
TOTAL OTHER ASSETS	188,521.00	376,142.00
TOTAL ASSETS	<u>11,751,771.52</u>	<u>12,074,807.51</u>
LIABILITIES		
-----		
ACCOUNTS PAYABLE	310,203.00	278,736.00
UNFUNDED RESERVES	187,621.00	375,242.00
	-----	-----
TOTAL LIABILITIES	497,824.00	653,978.00
MEMBERS EQUITY		
-----		
GENERAL RESERVE FUND BALANCE	11,199,768.36	11,157,842.98
OPERATING FUND BALANCE-BEG OF YEAR	115,181.53	115,181.53
CURRENT YEAR INCOME/(LOSS)	(61,002.37)	147,805.00
	-----	-----
TOTAL LIABILITIES & MEMBERS EQUITY	<u>11,751,771.52</u>	<u>12,074,807.51</u>

Entity: NEP NEPENTHE ASSOCIATION

FirstService Residential CA  
 15241 Laguna Canyon Road  
 Irvine, CA 92618

As of date: 09/30/2023

Account	Type	Inv Acct	Maturity	Rate	Amount
11105	PETTY CASH	PETTY PETTY CASH	PTYCSH ON-SITE (CLUBHOUSE)		150.00
11110	OPERATING CHECKING	USBANK US BANK	CKING 153495833060		282,770.95
11115	OPERATING INVESTMENT	LUTFST LUTHER BURBANK FFI	MNYMKT 222 900 2823	4.86%	65,061.47
Total (Cash)					347,982.42
21110	RESERVE FUNDS IN OPERATING CHECKING	USBANK US BANK	CKING 153495833060		430,676.43
21140	RESERVE INVESTMENT	METRO METROPOLITAN NATL BK	MNYMKT 0499011031	3.92%	745,784.28
21141	RESERVE INVESTMENT	METFST METROPOLITAN BANK	DDM 0499011031	4.07%	679,939.17
21145	RESERVE INVESTMENT	MSFFI MORGAN STANELY FFI	MNYMKT 504-047148-459	0.50%	3,734,615.07
21146	RESERVE INVESTMENT	MORGAN MORGAN STANLEY BANK	18M CD AT MORGAN STANLEY 09/16/2024	5.25%	225,000.00
21147	RESERVE INVESTMENT	MORGAN MORGAN STANLEY BANK	18M CD AT MORGAN STANLEY 09/16/2024	5.25%	225,000.00
21148	RESERVE INVESTMENT	ALLY ALLY BANK	36M CD AT MORGAN STANLEY 05/05/2025	2.80%	250,000.00
21150	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT	MNYMKT CNPEN1FS	2.90%	20,573.35
21152	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT	12M CD CD!UEVAN41 03/22/2024	5.35%	245,000.00
21153	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT	12M CD CD!UPNNL04 03/22/2024	5.30%	205,000.00
21154	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT	24M CD CD!UWELF40 03/17/2025	5.25%	245,000.00
21155	RESERVE INVESTMENT	ADM AMERICAN DEPOSIT	24M CD CD!UWMCU01 03/17/2025	5.25%	205,000.00
21157	RESERVE INVESTMENT	PACWES PACIFIC WESTERN	MNYMKT 1500418916	0.95%	37.37
21158	RESERVE INVESTMENT	ENTER ENTERPRISE BANK	MNYMKT 1956063	4.58%	256,138.64
21172	RESERVE INVESTMENT	USTRES US TREASURY	18M TNOTE AT MORGAN STAN 11/15/2023	2.11%	748,328.14
21173	RESERVE INVESTMENT	USTRES US TREASURY	18M TNOTE AT MORGAN STAT 12/31/2023	2.87%	249,014.14
21174	RESERVE INVESTMENT	USTRES US TREASURY	24M TNOTE AT MORGAN STAN 05/15/2024	2.35%	748,439.56
21175	RESERVE INVESTMENT	USTRES US TREASURY	24M TNOTE AT MORGAN STAN 06/30/2024	2.99%	247,874.27
21176	RESERVE INVESTMENT	USTRES US TREASURY	30M TNOTE AT MORGAN STAN 11/15/2024	2.52%	747,186.55
21177	RESERVE INVESTMENT	USTRES US TREASURY	30M TNOTE AT MORGAN STAN 12/31/2024	3.16%	247,820.40
21178	RESERVE INVESTMENT	USTRES US TREASURY	36M TBOND AT MORGAN STAN 05/15/2025	2.45%	518,205.29
21179	RESERVE INVESTMENT	USTRES US TREASURY	36M TNOTE AT MORGAN STAN 06/30/2025	3.20%	240,635.44
Total (Reserves)					11,215,268.10
Grand Total					11,563,250.52

NEPENTHE ASSOCIATION  
RESERVE FUND BALANCES SUPPORT SCHEDULES  
09/30/2023

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

FirstService Residential CA  
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
<b>GENERAL RESERVES</b>						
23103 INTEREST ON RESERVE FUNDING	127,480.22	(127,480.22)	394,242.65	0.00	0.00	394,242.65
22872 GYM/WORKOUT FACILITY	28,096.81	393.62	2,200.00	0.00	0.00	30,690.43
22960 PAINTING-INTERIOR RESERVES	19,004.86	262.50	1,472.00	0.00	0.00	20,739.36
23014 CONCRETE REPAIRED RESERVES	105,325.77	5,854.83	32,776.00	0.00	0.00	143,956.60
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	564,168.00	(885.00)	(28,339.00)	6,377,028.44
23122 POOL/SPA RESERVES	170,224.32	3,932.20	22,008.00	(8,156.50)	(55,445.00)	132,563.02
23127 FENCING RESERVES	272,159.66	7,053.45	39,480.00	(30,845.05)	(302,590.44)	(14,742.38)
23130 CONTIGENCY RESERVES	(32,204.00)	32,204.00	0.00	0.00	0.00	0.00
23133 IRRIGATION RESERVES	296,810.89	14,973.82	83,816.00	(10,675.00)	(87,010.00)	297,915.71
23135 WROUGHT IRON RESERVE	0.00	0.00	0.00	(19,250.00)	(15,750.00)	(35,000.00)
23136 SHINGLE RESERVES	0.00	0.00	0.00	(90,245.17)	(147,000.00)	(237,245.17)
23146 SIGNS RESERVES	41,889.57	529.04	2,960.00	0.00	0.00	45,378.61
23178 PAVING RESERVES	656,448.79	16,618.10	93,024.00	0.00	0.00	766,090.89
23199 RESERVE STUDY RESERVES	3,586.01	237.48	1,328.00	0.00	0.00	5,151.49
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	40.00	0.00	0.00	(557.99)
L23135 PAINT EXTERIOR RSRV	1,090,119.16	19,288.33	107,968.00	0.00	(91,000.00)	1,126,375.49
L23136 STRUCTURAL REPAIRS RSRV	2,015,024.79	58,600.66	856,697.63	(25,790.51)	(743,983.12)	2,160,549.45
N22911 UNDERGROUND UTILITY RSRV	(49,426.06)	1,993.25	11,710.00	0.00	(30,430.00)	(66,152.81)
N23017 CLUBHOUSE RENOVATION RSRV	377,760.70	4,288.43	24,008.00	0.00	(802.09)	405,255.04
N23130 MISCELLANEOUS RSRV	78,393.79	620.39	3,472.00	0.00	0.00	82,486.18
N23274 TENNIS COURT RSRV	100,193.56	1,874.99	10,496.00	0.00	0.00	112,564.55
N23275 GROUNDS RESERVE	(260,674.11)	14,973.82	267,632.00	(203,900.00)	(383,411.00)	(565,379.29)
N23282 TREE REMOVAL ANNUAL MAINT RSRV	154,538.39	14,973.82	100,000.00	(42,285.00)	(370,865.50)	(143,638.29)
N22991 POLE LIGHT REPAIRS RSRV	(9,659.00)	883.12	6,868.00	0.00	(24,020.00)	(25,927.88)
Z29000 PENDING RESERVE EXPENSE	0.00	0.00	0.00	0.00	(195.74)	(195.74)
<b>TOTAL GENERAL RESERVES</b>	<b>11,098,656.20</b>	<b>0.00</b>	<b>2,813,986.28</b>	<b>(432,032.23)</b>	<b>(2,280,841.89)</b>	<b>11,199,768.36</b>

NEPENTHE ASSOCIATION  
INCOME STATEMENT  
09/30/2023

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

FirstService Residential CA  
15241 Laguna Canyon Road  
Irvine CA 92618

----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
<b>REVENUE</b>									
312,359.98	337,480	(25,120.02)	14000	HOMEOWNER ASSESSMENT REVENUE	3,046,280.33	3,037,320	8,960.33	4,049,760	1,003,479.67
0.00	2,000	(2,000.00)	14087	EASEMENT AGREEMENT	24,305.54	18,000	6,305.54	24,000	(305.54)
17.71	150	(132.29)	14101	INTEREST ON PAST DUE ASSESSMENTS	2,553.44	1,350	1,203.44	1,800	(753.44)
10.00	130	(120.00)	14110	KEY REVENUE	555.00	1,170	(615.00)	1,560	1,005.00
0.00	499	(499.00)	14113	CLUBHOUSE RENTAL	4,785.00	4,491	294.00	5,988	1,203.00
225.00	1,400	(1,175.00)	14122	INSURANCE REIMBURSEMENT	17,565.15	12,600	4,965.15	16,800	(765.15)
590.00	0	590.00	14132	MISCELLANEOUS REVENUE	454.45	0	454.45	0	(454.45)
245.06	0	245.06	14162	OPERATING INTEREST REVENUE	2,078.40	0	2,078.40	0	(2,078.40)
18,485.10	0	18,485.10	14163	RESERVE INTEREST REVENUE	394,242.65	0	394,242.65	0	(394,242.65)
0.00	0	0.00	14221	FACILITY RENTAL FEE	(600.00)	0	(600.00)	0	600.00
0.00	0	0.00	14229	RENTAL FEES	750.00	0	750.00	0	(750.00)
0.00	0	0.00	14357	RESERVE CONTRIBUTION	731,155.63	0	731,155.63	0	(731,155.63)
<b>331,932.85</b>	<b>341,659</b>	<b>(9,726.15)</b>		<b>TOTAL REVENUE</b>	<b>4,224,125.59</b>	<b>3,074,931</b>	<b>1,149,194.59</b>	<b>4,099,908</b>	<b>(124,217.59)</b>
<b>RESERVE CONTRIBUTION</b>									
550.00	275	(275.00)	19572	GYM/WORKOUT FACILITIES RESERVES	2,200.00	2,475	275.00	3,300	1,100.00
368.00	184	(184.00)	19660	PAINTING-INTERIOR RES	1,472.00	1,656	184.00	2,208	736.00
8,194.00	4,097	(4,097.00)	19714	CONCRETE REPAIR RESERVE	32,776.00	36,873	4,097.00	49,164	16,388.00
18,485.10	0	(18,485.10)	19803	GENERAL RESERVE INTEREST	394,242.65	0	(394,242.65)	0	(394,242.65)
141,042.00	70,521	(70,521.00)	19820	ROOF RESERVE	564,168.00	634,689	70,521.00	846,252	282,084.00
5,502.00	2,751	(2,751.00)	19822	POOL/SPA RESERVE	22,008.00	24,759	2,751.00	33,012	11,004.00
9,870.00	4,935	(4,935.00)	19827	FENCING RESERVE	39,480.00	44,415	4,935.00	59,220	19,740.00
20,954.00	10,477	(10,477.00)	19833	IRRIGATION RESERVE	83,816.00	94,293	10,477.00	125,724	41,908.00
740.00	370	(370.00)	19846	SIGN RESERVE	2,960.00	3,330	370.00	4,440	1,480.00
23,256.00	11,628	(11,628.00)	19878	PAVING RESERVE	93,024.00	104,652	11,628.00	139,536	46,512.00
332.00	166	(166.00)	19899	RESERVE STUDY	1,328.00	1,494	166.00	1,992	664.00
0.00	0	0.00	19901	PRIOR YR FUNDING	187,620.00	0	(187,620.00)	0	(187,620.00)
10.00	5	(5.00)	L19833	OUTDOOR EQUIPMENT RSRV	40.00	45	5.00	60	20.00
26,992.00	13,496	(13,496.00)	L19835	PAINTING EXTERIOR RESERVE	107,968.00	121,464	13,496.00	161,952	53,984.00
82,004.00	41,002	(41,002.00)	L19836	STRUCTURAL REPAIRS RSRV	856,697.63	369,018	(487,679.63)	492,024	(364,673.63)
2,790.00	1,395	(1,395.00)	N19611	UNDERGROUND UTILITY REPR RSV	11,710.00	12,555	845.00	16,740	5,030.00
1,236.00	618	(618.00)	N19691	POLE LIGHT REPR RSV	6,868.00	5,562	(1,306.00)	7,416	548.00
6,002.00	3,001	(3,001.00)	N19717	CLBHOUSE REMODEL INTERIOR RENOVATI	24,008.00	27,009	3,001.00	36,012	12,004.00
868.00	434	(434.00)	N19830	MISCELLANEOUS RSV	3,472.00	3,906	434.00	5,208	1,736.00
2,624.00	1,312	(1,312.00)	N19974	COMMON TENNIS CRT RSV	10,496.00	11,808	1,312.00	15,744	5,248.00
20,954.00	10,477	(10,477.00)	N19975	GROUNDS RSV	183,816.00	94,293	(89,523.00)	125,724	(58,092.00)
20,954.00	10,477	(10,477.00)	N19982	TREE REM/ ANNL MAINT RSV	183,816.00	94,293	(89,523.00)	125,724	(58,092.00)
<b>393,727.10</b>	<b>187,621</b>	<b>(206,106.10)</b>		<b>TOTAL RESERVE CONTRIBUTION</b>	<b>2,813,986.28</b>	<b>1,688,589</b>	<b>(1,125,397.28)</b>	<b>2,251,452</b>	<b>(562,534.28)</b>
<b>(61,794.25)</b>	<b>154,038</b>	<b>(215,832.25)</b>		<b>AVAILABLE OPERATING REVENUE</b>	<b>1,410,139.31</b>	<b>1,386,342</b>	<b>23,797.31</b>	<b>1,848,456</b>	<b>438,316.69</b>

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----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
<b>OPERATING EXPENSES</b>									
<b>UTILITIES</b>									
6,309.47	2,700	(3,609.47)	15101	ELECTRICITY	32,571.18	24,300	(8,271.18)	32,400	(171.18)
509.35	1,000	490.65	15102	GAS	16,691.82	9,000	(7,691.82)	12,000	(4,691.82)
84.80	900	815.20	15103	REFUSE COLLECTION	7,554.92	8,100	545.08	10,800	3,245.08
164.24	220	55.76	15105	TELEPHONE EXPENSE	1,769.12	1,980	210.88	2,640	870.88
965.48	4,027	3,061.52	15106	WATER	40,376.05	36,243	(4,133.05)	48,324	7,947.95
598.54	500	(98.54)	15155	INTERNET EXPENSE	5,350.74	4,500	(850.74)	6,000	649.26
<b>8,631.88</b>	<b>9,347</b>	<b>715.12</b>		<b>TOTAL UTILITIES</b>	<b>104,313.83</b>	<b>84,123</b>	<b>(20,190.83)</b>	<b>112,164</b>	<b>7,850.17</b>
<b>LAND MAINTENANCE</b>									
45,100.00	45,100	0.00	15500	CONTRACT LANDSCAPE SERVICE	416,100.00	405,900	(10,200.00)	541,200	125,100.00
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	4,752	4,752.00	6,336	6,336.00
<b>45,100.00</b>	<b>45,628</b>	<b>528.00</b>		<b>TOTAL LAND MAINTENANCE</b>	<b>418,980.00</b>	<b>410,652</b>	<b>(8,328.00)</b>	<b>547,536</b>	<b>128,556.00</b>
<b>COMMON AREA</b>									
3,675.00	2,500	(1,175.00)	16020	CONTRACT POOL/SPA SERVICE	30,525.00	22,500	(8,025.00)	30,000	(525.00)
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	2,250	(774.72)	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
1,262.98	1,300	37.02	18524	MATERIAL SUPPLIES	8,593.82	11,700	3,106.18	15,600	7,006.18
0.00	50	50.00	18526	PEST CONTROL	3,300.00	450	(2,850.00)	600	(2,700.00)
0.00	1,800	1,800.00	18531	JANITORIAL SERVICE	20,420.00	16,200	(4,220.00)	21,600	1,180.00
0.00	150	150.00	18532	JANITORIAL SUPPLIES	1,371.90	1,350	(21.90)	1,800	428.10
0.00	0	0.00	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
623.00	500	(123.00)	18579	PATROL SERVICE	3,836.50	4,500	663.50	6,000	2,163.50
0.00	6,250	6,250.00	18736	GUTTER & DOWNSPOUT CLEANING	13,010.00	56,250	43,240.00	75,000	61,990.00
1,791.22	625	(1,166.22)	18767	REPAIR & MAINTENANCE	11,470.69	5,625	(5,845.69)	7,500	(3,970.69)
169.15	140	(29.15)	18905	KITCHEN SUPPLIES	912.75	1,260	347.25	1,680	767.25
289.00	85	(204.00)	18986	FITNESS CONTRACT	659.25	765	105.75	1,020	360.75
<b>7,810.35</b>	<b>13,650</b>	<b>5,839.65</b>		<b>TOTAL COMMON AREA</b>	<b>99,963.03</b>	<b>122,850</b>	<b>22,886.97</b>	<b>163,800</b>	<b>63,836.97</b>
<b>MANAGEMENT/ON-SITE ADMIN EXP</b>									
150.00	150	0.00	18001	COMMUNITY WEBSITE	1,488.00	1,350	(138.00)	1,800	312.00
0.00	100	100.00	18003	COMMUNITY EVENTS/PROGRAMS	(611.68)	900	1,511.68	1,200	1,811.68
7,800.00	8,190	390.00	19109	CONTRACT MANAGEMENT	70,200.00	73,710	3,510.00	98,280	28,080.00
0.00	158	158.00	19101	CPA SERVICES	2,245.00	1,422	(823.00)	1,896	(349.00)

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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	450	(152.00)	600	(2.00)
1,665.00	1,000	(665.00)	19108	GENERAL COUNSEL SERVICE	24,784.03	9,000	(15,784.03)	12,000	(12,784.03)
925.00	3,000	2,075.00	19111	MANAGEMENT REIMBURSABLE	30,640.24	27,000	(3,640.24)	36,000	5,359.76
85.50	20	(65.50)	19112	POSTAGE, ON-SITE	174.35	180	5.65	240	65.65
0.00	60	60.00	19117	DUES & PUBLICATIONS	1,498.88	540	(958.88)	720	(778.88)
35.00	35	0.00	19119	BANK FEES	315.00	315	0.00	420	105.00
26,017.21	20,025	(5,992.21)	19124	ON-SITE STAFF	181,213.43	180,225	(988.43)	240,300	59,086.57
520.00	750	230.00	17209	PAYROLL PROCESSING FEES	4,680.00	6,750	2,070.00	9,000	4,320.00
(346.03)	0	346.03	19126	DELINQUENCY MONITORING	(11,165.20)	0	11,165.20	0	11,165.20
0.00	100	100.00	19132	OPERATING CONTINGENCY	2,545.45	900	(1,645.45)	1,200	(1,345.45)
4,142.18	0	(4,142.18)	19143	LEGAL-COLLECTIONS	4,018.87	0	(4,018.87)	0	(4,018.87)
0.00	300	300.00	19172	ACCOUNTING REIMBURSABLES	3,270.50	2,700	(570.50)	3,600	329.50
0.00	0	0.00	19174	AMS COLLECTION EXPENSE	1,069.88	0	(1,069.88)	0	(1,069.88)
0.00	70	70.00	19178	PROPERTY TAX	114.17	630	515.83	840	725.83
11,684.05	8,000	(3,684.05)	19247	PAYROLL TAXES & BENEFITS	88,416.39	72,000	(16,416.39)	96,000	7,583.61
262.18	120	(142.18)	19295	ON-SITE OFFICE SUPPLIES	2,326.07	1,080	(1,246.07)	1,440	(886.07)
1,063.80	435	(628.80)	19382	COPIER LEASE	4,176.08	3,915	(261.08)	5,220	1,043.92
0.00	50	50.00	19442	CLAC CONTRIBUTION	0.00	450	450.00	600	600.00
<b>54,003.89</b>	<b>42,613</b>	<b>(11,390.89)</b>		<b>TOTAL MANAGEMENT/ON-SITE ADMIN E</b>	<b>473,759.46</b>	<b>383,517</b>	<b>(90,242.46)</b>	<b>511,356</b>	<b>37,596.54</b>
				<b>INSURANCE</b>					
0.00	11,333	11,333.00	19107	INSURANCE	90,963.36	101,997	11,033.64	135,996	45,032.64
31,467.00	31,467	0.00	DC19307	FLOOD INSURANCE	283,203.00	283,203	0.00	377,604	94,401.00
<b>31,467.00</b>	<b>42,800</b>	<b>11,333.00</b>		<b>TOTAL INSURANCE</b>	<b>374,166.36</b>	<b>385,200</b>	<b>11,033.64</b>	<b>513,600</b>	<b>139,433.64</b>
<b>147,013.12</b>	<b>154,038</b>	<b>7,024.88</b>		<b>TOTAL OPERATING EXPENSES</b>	<b>1,471,182.68</b>	<b>1,386,342</b>	<b>(84,840.68)</b>	<b>1,848,456</b>	<b>377,273.32</b>
(208,807.37)	0	(208,807.37)		<b>NET INCOME/(LOSS)</b>	(61,002.37)	0	(61,002.37)	0	61,002.37

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	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
<b>REVENUE</b>													
14000 HOMEOWNER ASSESSMENT REVENUE	319787	308976	327494	364641	317190	341554	324699	353293	343085	322812	366647	312360	4002538
14087 EASEMENT AGREEMENT	0	0	0	5477	0	5653	0	5829	0	0	7347	0	24306
14101 INTEREST ON PAST DUE ASSESMEN	86	1	660	294	185	109	64	594	329	156	804	18	3300
14110 KEY REVENUE	35	0	20	0	60	70	40	10	135	105	125	10	610
14113 CLUBHOUSE RENTAL	725	445	495	1335	505	825	0	475	0	985	660	0	6450
14122 INSURANCE REIMBURSEMENT	584	0	450	0	0	0	0	14536	1309	1046	450	225	18599
14132 MISCELLANEOUS REVENUE	410	200	0	0	65	0	0	705	-451	0	-455	590	1064
14162 OPERATING INTEREST REVENUE	345	211	182	207	193	218	213	258	0	484	261	245	2816
14163 RESERVE INTEREST REVENUE	7547	29046	28759	37845	121257	51846	22838	37749	37186	41353	25685	18485	459594
14221 FACILITY RENTAL FEE	0	0	0	0	0	0	0	-600	0	0	0	0	-600
14229 RENTAL FEES	0	0	0	0	0	0	0	750	0	0	0	0	750
14357 RESERVE CONTRIBUTION	0	0	0	202708	0	0	0	0	528448	0	0	0	731156
14372 PAST OWNERS REVENUE	0	0	607	0	0	0	0	0	0	0	0	0	607
<b>TOTAL REVENUE</b>	<b>329519</b>	<b>338878</b>	<b>358667</b>	<b>612507</b>	<b>439455</b>	<b>400274</b>	<b>347853</b>	<b>413598</b>	<b>910040</b>	<b>366941</b>	<b>401524</b>	<b>331933</b>	<b>5251190</b>
<b>RESERVE CONTRIBUTION</b>													
19572 GYM/WORKOUT FACILITIES RESERVE	142	142	285	0	275	275	275	275	275	275	0	550	2769
19660 PAINTING-INTERIOR RES	96	96	192	0	184	184	184	184	184	184	0	368	1856
19714 CONCRETE REPAIR RESERVE	2061	2061	4123	0	4097	4097	4097	4097	4097	4097	0	8194	41021
19803 GENERAL RESERVE INTEREST	7547	29046	28759	37845	121257	51846	22838	37749	37186	41353	25685	18485	459594
19820 ROOF RESERVE	37186	37186	74371	0	70521	70521	70521	70521	70521	70521	0	141042	712911
19822 POOL/SPA RESERVE	1430	1430	2859	0	2751	2751	2751	2751	2751	2751	0	5502	27727
19827 FENCING RESERVE	2519	2519	5038	0	4935	4935	4935	4935	4935	4935	0	9870	49556
19833 IRRIGATION RESERVE	4726	4726	9452	0	10477	10477	10477	10477	10477	10477	0	20954	102720
19846 SIGN RESERVE	195	195	391	0	370	370	370	370	370	370	0	740	3741
19878 PAVING RESERVE	5487	5487	10974	0	11628	11628	11628	11628	11628	11628	0	23256	114972
19899 RESERVE STUDY	72	72	145	0	166	166	166	166	166	166	0	332	1617
19901 PRIOR YR FUNDING	0	0	0	187620	0	0	0	0	0	0	0	0	187620
L19833 OUTDOOR EQUIPMENT RSRV	2	2	5	0	5	5	5	5	5	5	0	10	49
L19835 PAINTING EXTERIOR RESERVE	7178	7178	14356	0	13496	13496	13496	13496	13496	13496	0	26992	136680
L19836 STRUCTURAL REPAIRS RSRV	18876	18876	37753	1894	41002	41002	41002	41002	567790	41002	0	82004	932203
N19611 UNDERGROUND UTILITY REPR RSV	496	496	991	550	1395	1395	1395	1395	1395	1395	0	2790	13693
N19691 POLE LIGHT REPR RSV	0	0	0	264	618	618	618	618	2278	618	0	1236	6868
N19717 CLBHOUSE REMODEL INTERIOR RENO	1576	1576	3151	0	3001	3001	3001	3001	3001	3001	0	6002	30311
N19830 MISCELLANEOUS RSV	1624	1624	3248	0	434	434	434	434	434	434	0	868	9968
N19974 COMMON TENNIS CRT RSV	692	692	1384	0	1312	1312	1312	1312	1312	1312	0	2624	13264
N19975 GROUNDS RSV	4726	4726	9452	100000	10477	10477	10477	10477	10477	10477	0	20954	202720
N19982 TREE REM/ ANNL MAINT RSV	4726	4726	9452	100000	10477	10477	10477	10477	10477	10477	0	20954	202720
<b>TOTAL RESERVE CONTRIBUTION</b>	<b>101357</b>	<b>122856</b>	<b>216381</b>	<b>428172</b>	<b>308878</b>	<b>239467</b>	<b>210459</b>	<b>225370</b>	<b>753255</b>	<b>228974</b>	<b>25685</b>	<b>393727</b>	<b>3254580</b>
<b>AVAILABLE OPERATING REVENUE</b>	<b>228162</b>	<b>216023</b>	<b>142286</b>	<b>184334</b>	<b>130577</b>	<b>160807</b>	<b>137394</b>	<b>188228</b>	<b>156785</b>	<b>137967</b>	<b>375840</b>	<b>-61794</b>	<b>1996610</b>



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<b>OPERATING EXPENSES</b>														
<b>UTILITIES</b>														
15099	PENDING UTILITY EXPENSE	0	452	0	0	0	0	0	0	0	0	0	452	
15101	ELECTRICITY	3367	6647	0	3238	3867	3243	3241	2814	2815	3254	3790	42586	
15102	GAS	1542	2979	2787	2890	3368	3770	2262	1016	1332	1209	335	23999	
15103	REFUSE COLLECTION	820	806	805	902	913	912	893	951	2724	111	64	9986	
15105	TELEPHONE EXPENSE	249	265	265	264	260	260	164	164	164	164	164	2547	
15106	WATER	6010	4893	4886	5271	4281	5262	4260	5398	5267	4291	5382	56165	
15155	INTERNET EXPENSE	7	0	566	566	577	582	582	596	596	626	627	5924	
	<b>TOTAL UTILITIES</b>	<b>11995</b>	<b>16042</b>	<b>9308</b>	<b>13132</b>	<b>13265</b>	<b>14028</b>	<b>11403</b>	<b>10940</b>	<b>12898</b>	<b>9655</b>	<b>10361</b>	<b>8632</b>	141658
<b>LAND MAINTENANCE</b>														
15500	CONTRACT LANDSCAPE SERVICE	42000	42000	84000	45100	45100	45100	45100	45100	55300	45100	45100	584100	
15505	SPRINKLER REPAIR	0	0	0	2880	0	0	0	0	0	0	0	2880	
	<b>TOTAL LAND MAINTENANCE</b>	<b>42000</b>	<b>42000</b>	<b>84000</b>	<b>47980</b>	<b>45100</b>	<b>45100</b>	<b>45100</b>	<b>45100</b>	<b>55300</b>	<b>45100</b>	<b>45100</b>	<b>45100</b>	586980
<b>COMMON AREA</b>														
16020	CONTRACT POOL/SPA SERVICE	3375	3375	3225	2475	3375	3375	3825	3525	3375	3375	3525	40500	
16022	POOL EQUIPMENT REPAIR	0	1135	-2360	0	825	0	0	0	235	0	0	-165	
16027	POOL INSPECTION	0	0	0	1350	0	0	0	1675	0	0	0	3025	
18457	PLUMBING REPAIR	0	0	0	2090	0	0	0	0	0	0	0	2090	
18501	EXPENSES TO BE REIMBURSED	0	0	0	0	0	-354	0	0	0	0	0	-354	
18524	MATERIAL SUPPLIES	2774	55	508	385	583	1528	1101	533	972	1552	677	11931	
18526	PEST CONTROL	1350	0	0	1250	950	0	0	0	600	150	350	4650	
18531	JANITORIAL SERVICE	2190	2190	2190	2190	2490	2490	0	4980	2490	2490	3290	26990	
18532	JANITORIAL SUPPLIES	727	0	117	343	606	0	0	423	0	0	0	2216	
18534	FIRE EXTINGUISHER	0	0	0	0	0	0	0	0	0	179	0	179	
18564	SPECIAL SECURITY	0	0	0	0	0	0	0	-136	0	0	0	-136	
18579	PATROL SERVICE	1800	2002	1168	459	484	477	363	381	498	551	0	8807	
18736	GUTTER & DOWNSPOUT CLEANING	33121	0	32456	0	4185	4050	1215	185	2430	945	0	78587	
18767	REPAIR & MAINTENANCE	4477	10827	-3344	515	-1630	2643	582	1141	6104	0	325	23430	
18905	KITCHEN SUPPLIES	137	59	257	21	71	148	160	0	109	234	0	1365	
18986	FITNESS CONTRACT	178	0	0	0	95	95	0	0	180	0	0	837	
	<b>TOTAL COMMON AREA</b>	<b>50128</b>	<b>19643</b>	<b>34217</b>	<b>11079</b>	<b>12035</b>	<b>14451</b>	<b>7247</b>	<b>12706</b>	<b>16993</b>	<b>9297</b>	<b>8346</b>	<b>7810</b>	203951
<b>MANAGEMENT/ON-SITE ADMIN EXP</b>														
18001	COMMUNITY WEBSITE	206	0	300	0	300	150	150	438	0	150	150	1994	
18003	COMMUNITY EVENTS/PROGRAMS	233	0	430	0	427	-1404	106	-320	507	0	72	51	



NEPENTHE ASSOCIATION  
INCOME STATEMENT FOR 12 MONTHS ENDING  
09/30/2023

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

FirstService Residential CA  
15241 Laguna Canyon Road  
Irvine CA 92618

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
19109 CONTRACT MANAGEMENT	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	93600
19010 PENDING P-CARD EXPENSE	-956	0	0	0	0	0	0	393	0	-393	0	0	-956
19101 CPA SERVICES	0	0	0	0	0	0	2005	240	0	0	0	0	2245
19104 FEDERAL TAX EXPENSE	0	0	-25284	0	0	0	0	0	0	44079	0	0	18795
19105 FRANCHISE TAX BOARD	0	0	-6920	0	0	0	0	0	0	17679	0	0	10759
19106 TAXES & LICENSES	1120	0	0	0	0	0	602	0	0	0	0	0	1722
19108 GENERAL COUNSEL SERVICE	0	0	2948	0	6518	1806	0	0	0	0	14796	1665	27732
19111 MANAGEMENT REIMBURSABLE	3320	3320	3320	4070	3960	3620	925	6312	3610	3610	3610	925	40601
19112 POSTAGE, ON-SITE	67	0	0	0	50	0	39	0	0	0	0	86	241
19117 DUES & PUBLICATIONS	0	0	0	0	1179	0	320	0	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	5002	10896	12743	20394	17006	22830	25504	17384	8179	17237	26663	26017	209854
17209 PAYROLL PROCESSING FEES	520	520	520	520	520	520	520	520	520	520	520	520	6240
19126 DELINQUENCY MONITORING	-658	-693	-1625	-1710	-883	-1185	-541	-2138	-1584	-1129	-1651	-346	-14141
19132 OPERATING CONTINGENCY	67	0	0	0	0	0	0	0	2545	0	0	0	2612
19143 LEGAL-COLLECTIONS	15065	-2700	0	0	0	0	0	0	0	-321	197	4142	16384
19172 ACCOUNTING REIMBURSABLES	317	433	593	659	428	411	0	713	375	359	326	0	4613
19174 AMS COLLECTION EXPENSE	-41	830	-84	925	-232	1398	295	172	-735	170	-923	0	1775
19178 PROPERTY TAX	637	0	0	0	0	0	0	0	0	0	114	0	751
19247 PAYROLL TAXES & BENEFITS	2715	5431	6354	10604	8372	10736	11475	8667	4444	8926	13508	11684	102917
19295 ON-SITE OFFICE SUPPLIES	119	26	203	141	116	31	1	255	886	607	26	262	2674
19382 COPIER LEASE	477	443	443	920	955	477	0	0	0	278	482	1064	5538
<b>TOTAL MANAGEMENT/ON-SITE ADM</b>	<b>36045</b>	<b>26341</b>	<b>1776</b>	<b>44359</b>	<b>46548</b>	<b>47224</b>	<b>49236</b>	<b>40472</b>	<b>26582</b>	<b>99609</b>	<b>65725</b>	<b>54004</b>	537921
<b>INSURANCE</b>													
19107 INSURANCE	10523	11419	17408	11370	11370	11370	11370	11370	11370	11370	11370	0	130314
DC1930 FLOOD INSURANCE	17765	74754	26047	26906	27000	27000	27000	49429	31467	31467	31467	31467	401769
<b>TOTAL INSURANCE</b>	<b>28288</b>	<b>86173</b>	<b>43455</b>	<b>38276</b>	<b>38370</b>	<b>38370</b>	<b>38370</b>	<b>60799</b>	<b>42837</b>	<b>42837</b>	<b>42837</b>	<b>31467</b>	532083
<b>TOTAL OPERATING EXPENSES</b>	<b>168457</b>	<b>190199</b>	<b>172755</b>	<b>154825</b>	<b>155318</b>	<b>159175</b>	<b>151356</b>	<b>170017</b>	<b>154611</b>	<b>206498</b>	<b>172369</b>	<b>147013</b>	2002593
<i>NET INCOME/(LOSS)</i>	<i>59705</i>	<i>25824</i>	<i>-30469</i>	<i>29509</i>	<i>-24741</i>	<i>1633</i>	<i>-13962</i>	<i>18211</i>	<i>2216</i>	<i>-68531</i>	<i>203470</i>	<i>-208807</i>	-5942

**FNL RESPONSES TO OCTOBER 2023 OPEN MEETING  
COMMENT.pdf**

## RESPONSES TO OCTOBER 2023 OPEN MEETING COMMENTS

### First Homeowner Forum

**1. Ricardo Pineda (homeowner):** Ricardo wishes the Board to be aware of AB1572 which has passed the State Senate and Assembly and is awaiting signature by the Governor. The bill calls for a ban on the use of potable water of irrigation non-functional turf by 2029. The ban applies to HOAs, in addition to some other buildings and entities but exempts others. He feels the impact will be significant and that planning needs to begin soon.

**Board response:** The Board appreciates the information and alert to the upcoming regulations.

The Governor has signed this bill. According to *The Sacramento Bee* (10/16/23, pg 5A), the required date for compliance with the new law is January 1, 2028. As with all legislation that applies to our community and other housing associations, we will be watching developments and working with other entities effected by the change.

This will have an immediate effect on landscaping choices and decisions as our community makes changes to conform with the law.

**2. Bill White (homeowner):** Bill attended the September Grounds meeting to request that the stewards send a recommendation to the Board to reverse its decision to deny to him the opportunity to pay for a larger replacement tree. He related that the committee members voted 5-5 on his request, but one who voted “no” did so as that member felt Nepenthe should pay for the larger tree.

**Board response:** The Board was elected to make decisions in the best interest of the community. While Board members understand that not all the homeowners will agree with decisions, the decisions made are in compliance with the community rules and regulations so that all homeowners are treated equally. Please see below the response to Jim Shaw on this same topic.

### Second Homeowner Forum

**1. Ricardo Pineda:** Ricardo wishes to report that association lights along Dunbarton are on during the day. He feels this is a waste of energy and an expense to the association.

Ricardo requests the installation of a bike rack inside the fenced clubhouse pool area to facilitate bicycle usage at night.

**Board Response:** The lights are controlled by sensors that ‘measure’ the external light, not by time-of-day regulators. Lights that are under shade may come on earlier than those in full sunshine. As part of maintenance inspections, the sensors are examined to make sure they are functioning properly.

At this time, the Board has no plans to install a second bike rack at the clubhouse.

**2. Jim Shaw (homeowner):** In light of the infrequency of the type event we experienced in January (storm damage), Jim feels that the Board should make exceptions to some of the regular guiding rules of the association. As a once-in-a-lifetime event, it would benefit the Board and the community to be empathetic to Bill White’s request and grant him permission to pay for a larger replacement tree, one that is 2-3 years old.

**Board response:** The tree placed at the White residence is a 15-gallon 3-year-old (per the vending nursery) tree that is now 13 feet high. As a policy body, the Board is not willing to make decisions on an exception basis. The Board is responsible for maintaining common areas and will continue to apply the existing rules and policies in making decisions about the common areas.

#### Correspondence to the Board

**1. Peter Fairchild (homeowner):** Requests Board review of Grounds Committee findings that landscaping at his rental meets Nepenthe standards. His tenant would like more privacy at the windows.

**Board Response:** The Board concurs with the recommendation of the Grounds Committee. The house in question has a sidewalk outside with windows facing that sidewalk. That configuration is common throughout the community except where units face the street. The planting at this unit conforms with that of the neighboring units.

**2. John Bloomer (homeowner):** His request for landscape improvement was reviewed by the Grounds Committee which recommended improvements. When will work begin?

**Board Response:** The Grounds Committee made the recommendation for improvement in ‘walk notes’ prepared from their regular zone walks. Due to the January 1 storm, the Board has deferred review of possible landscape projects except for instances where drainage is involved or additional damage could occur unless action was taken. At this time, it may be 2024 before more routine landscape work resumes.

## **2024 Draft Budget Details.pdf**

**NEPENTHE ASSOCIATION**

GL Code	Description	Current Monthly Approved Budget	Current Annual Approved Budget	Monthly FYTD Average	12 Month Actual {7/31/2023}	12 mth Average of Actual	Proposed Budget Monthly	Proposed Budget Annual	Monthly Unit Cost	2023-2024 Annual Variance	Annual Percentage Variance(%)	Remarks
	REVENUE											
14000	HOMEOWNER ASSESSMENT REVENUE	337,480	4,049,760	330,997	3,971,959	330,997	370,522	4,446,264	628.00	396,504	9.79	
14087	EASEMENT AGREEMENT	2,000	24,000	1,869	22,423	1,869	2,000	24,000	3.39	0	0.00	
14101	INTEREST ON PAST DUE ASSESSMENTS	150	1,800	719	8,632	719	150	1,800	0.25	0	0.00	
14110	KEY REVENUE	130	1,560	57	680	57	50	600	0.08	(960)	(61.54)	
14113	CLUBHOUSE RENTAL	499	5,988	578	6,935	578	350	4,200	0.59	(1,788)	(29.86)	
14122	INSURANCE REIMBURSEMENT	1,400	16,800	1,512	18,149	1,512	1,400	16,800	2.37	0	0.00	
14132	MISCELLANEOUS REVENUE	0	0	144	1,729	144	0	0	0.00	0	0.00	
14162	OPERATING INTEREST REVENUE	0	0	225	2,698	225	0	0	0.00	0	0.00	
14163	RESERVE INTEREST REVENUE	0	0	28,743	344,910	28,743	0	0	0.00	0	0.00	
14221	FACILITY RENTAL FEE	0	0	(50)	(600)	(50)	0	0	0.00	0	0.00	
14229	RENTAL FEES	0	0	63	750	63	0	0	0.00	0	0.00	
14357	RESERVE CONTRIBUTION	0	0	60,930	731,156	60,930	0	0	0.00	0	0.00	
14372	PAST OWNERS REVENUE	0	0	277	3,321	277	0	0	0.00	0	0.00	
	<b>**TOTAL REVENUE</b>	<b>341,659</b>	<b>4,099,908</b>	<b>426,064</b>	<b>5,112,742</b>	<b>426,064</b>	<b>374,472</b>	<b>4,493,664</b>	<b>634.70</b>	<b>393,756</b>	<b>9.60</b>	
	<b>**RESERVE CONTRIBUTION</b>											
19572	GYM/WORKOUT FACILITIES RESERVES	275	3,300	232	2,789	232	272	3,264	0.46	(036)	(1.09)	
19660	PAINTING-INTERIOR RES	184	2,208	156	1,873	156	202	2,424	0.34	216	9.78	
19714	CONCRETE REPAIR RESERVE	4,097	49,164	3,423	41,073	3,423	2,100	25,200	3.56	(23,964)	(48.74)	
19803	RESERVE INTEREST	0	0	28,768	345,211	28,768	0	0	0.00	0	0.00	
19820	ROOF RESERVE	70,521	846,252	60,051	720,611	60,051	70,032	840,384	118.70	(5,868)	(0.69)	
19822	POOL/SPA RESERVE	2,751	33,012	2,329	27,943	2,329	2,700	32,400	4.58	(612)	(1.85)	
19827	FENCING RESERVE	4,935	59,220	4,147	49,762	4,147	6,585	79,020	11.16	19,800	33.43	
19833	IRRIGATION RESERVE	10,477	125,724	8,389	100,670	8,389	15,614	187,368	26.46	61,644	49.03	
19846	SIGN RESERVE	370	4,440	315	3,781	315	581	6,972	0.98	2,532	57.03	
19878	PAVING RESERVE	11,628	139,536	9,472	113,661	9,472	10,820	129,840	18.34	(9,696)	(6.95)	
19899	RESERVE STUDY	166	1,992	131	1,573	131	152	1,824	0.26	(168)	(8.43)	
19901	PRIOR YR FUNDING	0	0	15,635	187,620	15,635	0	0	0.00	0	0.00	
L19833	OUTDOOR EQUIPMENT RSRV	5	60	4	48	4	4	48	0.01	(012)	(20.00)	
L19835	PAINTING EXTERIOR RESERVE	13,496	161,952	11,533	138,398	11,533	12,308	147,696	20.86	(14,256)	(8.80)	
L19836	STRUCTURAL REPAIRS RSRV	41,002	492,024	77,142	925,702	77,142	37,367	448,404	63.33	(43,620)	(8.87)	
N19611	UNDERGROUND UTILITY REPR RSV	1,395	16,740	1,074	12,883	1,074	2,533	30,396	4.29	13,656	81.58	
N19691	POLE LIGHT REPR RSV	618	7,416	469	5,632	469	578	6,936	0.98	(480)	(6.47)	
N19717	CLBHOUSE REMODEL INTERIOR RENOVATIONS	3,001	36,012	2,551	30,608	2,551	2,945	35,340	4.99	(672)	(1.87)	

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N19830	MISCELLANEOUS RSV	434	5,208	1,300	15,594	1,300	204	2,448	0.35	(2,760)	(53.00)	
N19974	COMMON TENNIS CRT RSV	1,312	15,744	1,117	13,407	1,117	1,339	16,068	2.27	324	2.06	
N19975	GROUNDS RSV	10,477	125,724	16,722	200,670	16,723	15,614	187,368	26.46	61,644	49.03	
N19982	TREE REM/ ANNL MAINT RSV	10,477	125,724	16,722	200,670	16,723	15,614	187,368	26.46	61,644	49.03	
	<b>**TOTAL RESERVE CONTRIBUTION</b>	<b>187,621</b>	<b>2,251,452</b>	<b>261,682</b>	<b>3,140,179</b>	<b>261,684</b>	<b>197,564</b>	<b>2,370,768</b>	<b>334.85</b>	<b>119,316</b>	<b>5.30</b>	
	<b>**TOTAL AVAILABLE OPERATING REVENUE</b>	<b>154,038</b>	<b>1,848,456</b>	<b>164,382</b>	<b>1,972,563</b>	<b>164,380</b>	<b>176,908</b>	<b>2,122,896</b>	<b>299.84</b>	<b>274,440</b>	<b>14.85</b>	
	OPERATING EXPENSES											
	<b>**UTILITIES</b>											
15099	PENDING UTILITY EXPENSE	0	0	(11)	(128)	(11)	0	0	0.00	0	0.00	
15101	ELECTRICITY	2,700	32,400	3,255	39,064	3,255	4,252	51,024	7.21	18,624	57.48	
15102	GAS	1,000	12,000	2,059	24,704	2,059	2,122	25,464	3.60	13,464	112.20	
15103	REFUSE COLLECTION	900	10,800	947	11,369	947	510	6,120	0.86	(4,680)	(43.33)	
15105	TELEPHONE EXPENSE	220	2,640	228	2,736	228	172	2,064	0.29	(576)	(21.82)	
15106	WATER	4,027	48,324	4,931	59,168	4,931	5,865	70,380	9.94	22,056	45.64	
15155	INTERNET EXPENSE	500	6,000	534	6,411	534	540	6,480	0.92	480	8.00	
	<b>**TOTAL UTILITIES</b>	<b>9,347</b>	<b>112,164</b>	<b>11,943</b>	<b>143,324</b>	<b>11,943</b>	<b>13,461</b>	<b>161,532</b>	<b>22.82</b>	<b>49,368</b>	<b>44.01</b>	
	<b>**LAND MAINTENANCE</b>											
15500	CONTRACT LANDSCAPE SERVICE	45,100	541,200	48,158	577,900	48,158	48,880	586,560	82.85	45,360	8.38	
15505	SPRINKLER REPAIR	0	0	240	2,880	240	0	0	0.00	0	0.00	
15511	BACKFLOW DEVICE TEST	528	6,336	580	6,954	580	744	8,928	1.26	2,592	40.91	
	<b>**TOTAL LAND MAINTENANCE</b>	<b>45,628</b>	<b>547,536</b>	<b>48,978</b>	<b>587,734</b>	<b>48,978</b>	<b>49,624</b>	<b>595,488</b>	<b>84.11</b>	<b>47,952</b>	<b>8.76</b>	
	<b>**COMMON AREA</b>											
16020	CONTRACT POOL/SPA SERVICE	2,500	30,000	3,263	39,150	3,263	3,475	41,700	5.89	11,700	39.00	
16022	POOL EQUIPMENT REPAIR	0	0	151	1,810	151	85	1,020	0.14	1,020	0.00	
16027	POOL INSPECTION	250	3,000	252	3,025	252	210	2,520	0.36	(480)	(16.00)	
18457	PLUMBING REPAIR	0	0	174	2,090	174	210	2,520	0.36	2,520	0.00	
18501	EXPENSES TO BE REIMBURSED	0	0	(30)	(354)	(30)	0	0	0.00	0	0.00	
18524	MATERIAL SUPPLIES	1,300	15,600	1,438	17,256	1,438	1,300	15,600	2.20	0	0.00	
18526	PEST CONTROL	50	600	358	4,300	358	335	4,020	0.57	3,420	570.00	
18531	JANITORIAL SERVICE	1,800	21,600	2,498	29,970	2,498	2,657	31,884	4.50	10,284	47.61	
18532	JANITORIAL SUPPLIES	150	1,800	185	2,216	185	192	2,304	0.33	504	28.00	
18534	FIRE EXTINGUISHER	0	0	20	246	21	21	252	0.04	252	0.00	
18564	SPECIAL SECURITY	0	0	(11)	(136)	(11)	0	0	0.00	0	0.00	
18579	PATROL SERVICE	500	6,000	1,026	12,317	1,026	739	8,868	1.25	2,868	47.80	
18736	GUTTER & DOWNSPOUT CLEANING	6,250	75,000	6,549	78,587	6,549	6,250	75,000	10.59	0	0.00	
18767	REPAIR & MAINTENANCE	625	7,500	2,465	29,577	2,465	3,750	45,000	6.36	37,500	500.00	

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18905	KITCHEN SUPPLIES	140	1,680	124	1,491	124	140	1,680	0.24	0	0.00	
18957	JANITORIAL EXTRA LABOR	0	0	681	8,170	681	0	0	0.00	0	0.00	
18986	FITNESS CONTRACT	85	1,020	46	548	46	85	1,020	0.14	0	0.00	
	<b>**TOTAL COMMON AREA</b>	<b>13,650</b>	<b>163,800</b>	<b>19,189</b>	<b>230,263</b>	<b>19,190</b>	<b>19,449</b>	<b>233,388</b>	<b>32.96</b>	<b>69,588</b>	<b>42.48</b>	
	<b>**MANAGEMENT/ON-SITE ADMIN EXP</b>											
17209	PAYROLL PROCESSING FEES	750	9,000	520	6,240	520	583	6,996	0.99	(2,004)	(22.27)	
18001	COMMUNITY WEBSITE	150	1,800	166	1,994	166	175	2,100	0.30	300	16.67	
18003	COMMUNITY EVENTS/PROGRAMS	100	1,200	105	1,260	105	100	1,200	0.17	0	0.00	
19010	PENDING P-CARD EXPENSE	0	0	(675)	(8,101)	(675)	0	0	0.00	0	0.00	
19101	CPA SERVICES	158	1,896	187	2,245	187	210	2,520	0.36	624	32.91	
19104	FEDERAL TAX EXPENSE	0	0	2,344	28,122	2,344	0	0	0.00	0	0.00	
19105	FRANCHISE TAX BOARD	0	0	1,185	14,219	1,185	0	0	0.00	0	0.00	
19106	TAXES & LICENSES	50	600	144	1,722	144	25	300	0.04	(300)	(50.00)	
19108	GENERAL COUNSEL SERVICE	1,000	12,000	1,365	16,380	1,365	1,167	14,004	1.98	2,004	16.70	
19109	CONTRACT MANAGEMENT	8,190	98,280	7,800	93,600	7,800	8,190	98,280	13.88	0	0.00	
19111	MANAGEMENT REIMBURSABLE	3,000	36,000	4,033	48,393	4,033	3,334	40,008	5.65	4,008	11.13	
19112	POSTAGE, ON-SITE	20	240	18	216	18	21	252	0.04	012	5.00	
19117	DUES & PUBLICATIONS	60	720	125	1,499	125	100	1,200	0.17	480	66.67	
19119	BANK FEES	35	420	35	420	35	35	420	0.06	0	0.00	
19124	ON-SITE STAFF	20,025	240,300	15,804	189,650	15,804	16,500	198,000	27.97	(42,300)	(17.60)	
19126	DELINQUENCY MONITORING	0	0	(1,354)	(16,254)	(1,355)	0	0	0.00	0	0.00	
19132	OPERATING CONTINGENCY	100	1,200	218	2,612	218	100	1,200	0.17	0	0.00	
19143	LEGAL-COLLECTIONS	0	0	551	6,610	551	0	0	0.00	0	0.00	
19172	ACCOUNTING REIMBURSABLES	300	3,600	513	6,161	513	317	3,804	0.54	204	5.67	
19174	AMS COLLECTION EXPENSE	0	0	217	2,602	217	125	1,500	0.21	1,500	0.00	
19178	PROPERTY TAX	70	840	82	980	82	85	1,020	0.14	180	21.43	
19247	PAYROLL TAXES & BENEFITS	8,000	96,000	7,808	93,698	7,808	7,583	90,996	12.85	(5,004)	(5.21)	
19295	ON-SITE OFFICE SUPPLIES	120	1,440	225	2,697	225	125	1,500	0.21	060	4.17	
19382	COPIER LEASE	435	5,220	414	4,964	414	450	5,400	0.76	180	3.45	
19442	CLAC CONTRIBUTION	50	600	0	0	0	0	0	0.00	(600)	(100.00)	
	<b>**TOTAL MANAGEMENT/ON-SITE ADMIN EXP</b>	<b>42,613</b>	<b>511,356</b>	<b>41,830</b>	<b>501,929</b>	<b>41,829</b>	<b>39,225</b>	<b>470,700</b>	<b>66.48</b>	<b>(40,656)</b>	<b>(7.95)</b>	
	<b>**INSURANCE</b>											
19107	INSURANCE	11,333	135,996	12,474	149,690	12,474	16,851	202,212	28.56	66,216	48.69	
DC19307	FLOOD INSURANCE	31,467	377,604	32,456	389,474	32,456	38,298	459,576	64.91	81,972	21.71	
	<b>**TOTAL INSURANCE</b>	<b>42,800</b>	<b>513,600</b>	<b>44,930</b>	<b>539,164</b>	<b>44,930</b>	<b>55,149</b>	<b>661,788</b>	<b>93.47</b>	<b>148,188</b>	<b>28.85</b>	
	<b>**TOTAL OPERATING EXPENSES</b>	<b>154,038</b>	<b>1,848,456</b>	<b>166,870</b>	<b>2,002,414</b>	<b>166,870</b>	<b>176,908</b>	<b>2,122,896</b>	<b>299.84</b>	<b>274,440</b>	<b>14.85</b>	



GL Code	Description	Current Monthly Approved Budget	Current Annual Approved Budget	Monthly FYTD Average	12 Month Actual {7/31/2023}	12 mth Average of Actual	Proposed Budget Monthly	Proposed Budget Annual	Monthly Unit Cost	2023-2024 Annual Variance	Annual Percentage Variance(%)	Remarks
	NET INCOME/(LOSS)	0	0	(2,488)	(29,851)	(2,490)	0	0	0.00	0	0.00	

## **Reserve Study 4th Draft\_Member Materials.pdf**



**RESERVE STUDY**

Member Distribution Materials

**Nepenthe Association**

*Update w/o Site Visit Review*

2023 Update- 4

Published - October 19, 2023

Prepared for the 2024 Fiscal Year

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**Browning Reserve Group, LLC**  
www.BrowningRG.com

October 19, 2023

This is a summary of the Reserve Study that has been performed for Nepenthe Association, (the "Association") which is a Planned Development with a total of 590 Lots. This study was conducted in compliance with California *Civil Code Sections 5300, 5550 and 5560* and is being provided to you, as a member of the Association, as required under these statutes. A full copy is available (through the Association) for review by members of the Association.

The intention of the Reserve Study is to forecast the Association's ability to repair or replace major components as they wear out in future years. This is done utilizing the "Cash Flow Method." This is a method of developing a reserve funding plan where the contributions to the reserve fund are designed to offset the variable annual expenditures from the reserve fund.

Browning Reserve Group, LLC prepared this Update w/o Site Visit Review for the January 1, 2024 - December 31, 2024 fiscal year. At the time this summary was prepared, the assumed long-term before-tax interest rate earned on reserve funds was 2.00% per year, and the assumed long-term inflation rate to be applied to major component repair and replacement costs was 2.50% per year.

The Reserve Study is not an engineering report, and no destructive testing was performed. The costs outlined in the study are for budgetary and planning purposes only, and actual bid costs would depend upon the defined scope of work at the time repairs are made. Also, any latent defects are excluded from this report.

### **Funding Assessment**

Based on the 30 year cash flow projection, the Association's reserves appear adequately funded as the reserve fund ending balances remain positive throughout the replacement of all major components during the next 30 years.

California statute imposes no reserve funding level requirements nor does it address funding level adequacy, and although one or more of the reserve fund percentages expressed in this report may be less than one hundred percent, those percentages do not necessarily indicate that the Association's reserves are inadequately funded.

Reserve Component	Current Replacement Cost	Useful Life	Remaining Life	2023 Fully Funded Balance	2024 Fully Funded Balance	2024 Line Item Contribution based on Cash Flow Method
<b>01000 - Paving</b>	<b>2,416,164</b>	<b>1-15</b>	<b>0-13</b>	<b>993,488</b>	<b>1,190,789</b>	<b>129,844</b>
<b>02000 - Concrete</b>	<b>265,535</b>	<b>1-5</b>	<b>0-3</b>	<b>119,105</b>	<b>112,170</b>	<b>25,203</b>
<b>03000 - Painting: Exterior</b>	<b>1,999,372</b>	<b>1-12</b>	<b>0-9</b>	<b>1,004,243</b>	<b>1,106,154</b>	<b>147,694</b>
<b>03500 - Painting: Interior</b>	<b>33,388</b>	<b>4-10</b>	<b>2-4</b>	<b>19,601</b>	<b>24,177</b>	<b>2,423</b>
<b>04000 - Structural Repairs</b>	<b>10,424,089</b>	<b>1-30</b>	<b>0-27</b>	<b>5,004,856</b>	<b>4,774,245</b>	<b>448,401</b>
<b>05000 - Roofing</b>	<b>26,090,944</b>	<b>1-30</b>	<b>0-26</b>	<b>8,438,445</b>	<b>9,548,862</b>	<b>840,380</b>
<b>08000 - Rehab</b>	<b>476,645</b>	<b>10-30</b>	<b>2-21</b>	<b>240,434</b>	<b>271,336</b>	<b>17,437</b>
<b>12000 - Pool</b>	<b>643,195</b>	<b>1-30</b>	<b>0-21</b>	<b>240,562</b>	<b>232,971</b>	<b>27,921</b>
<b>13000 - Spa</b>	<b>48,186</b>	<b>5-8</b>	<b>0-4</b>	<b>32,185</b>	<b>28,108</b>	<b>4,613</b>
<b>14000 - Recreation</b>	<b>38,926</b>	<b>5-20</b>	<b>3-5</b>	<b>21,980</b>	<b>28,076</b>	<b>3,262</b>
<b>17000 - Tennis Court</b>	<b>330,077</b>	<b>7-30</b>	<b>1-29</b>	<b>111,906</b>	<b>137,052</b>	<b>16,071</b>
<b>18000 - Landscaping</b>	<b>2,981,861</b>	<b>1-12</b>	<b>0-10</b>	<b>1,531,773</b>	<b>1,637,079</b>	<b>562,008</b>
<b>19000 - Fencing</b>	<b>2,116,465</b>	<b>1-25</b>	<b>1-16</b>	<b>1,330,084</b>	<b>1,455,260</b>	<b>79,017</b>
<b>20000 - Lighting</b>	<b>90,917</b>	<b>1-20</b>	<b>0-10</b>	<b>52,424</b>	<b>42,849</b>	<b>6,930</b>
<b>21000 - Signage</b>	<b>202,578</b>	<b>15-25</b>	<b>1-21</b>	<b>126,724</b>	<b>140,375</b>	<b>6,970</b>
<b>22000 - Office Equipment</b>	<b>1,102</b>	<b>4-4</b>	<b>1-1</b>	<b>827</b>	<b>1,130</b>	<b>158</b>
<b>23000 - Mechanical Equipment</b>	<b>145,477</b>	<b>12-15</b>	<b>1-2</b>	<b>135,493</b>	<b>148,932</b>	<b>5,610</b>
<b>24000 - Furnishings</b>	<b>17,195</b>	<b>10-15</b>	<b>3-6</b>	<b>11,284</b>	<b>13,057</b>	<b>897</b>
<b>24500 - Audio / Visual</b>	<b>38,948</b>	<b>10-10</b>	<b>5-5</b>	<b>19,474</b>	<b>23,953</b>	<b>2,458</b>
<b>24600 - Safety / Access</b>	<b>71,057</b>	<b>10-10</b>	<b>1-6</b>	<b>52,991</b>	<b>61,599</b>	<b>4,228</b>
<b>25000 - Flooring</b>	<b>52,265</b>	<b>10-20</b>	<b>4-11</b>	<b>30,010</b>	<b>35,705</b>	<b>3,019</b>
<b>26000 - Outdoor Equipment</b>	<b>827</b>	<b>10-10</b>	<b>3-3</b>	<b>579</b>	<b>678</b>	<b>50</b>
<b>27000 - Appliances</b>	<b>30,213</b>	<b>10-20</b>	<b>4-11</b>	<b>18,039</b>	<b>20,966</b>	<b>1,527</b>
<b>30000 - Miscellaneous</b>	<b>55,466</b>	<b>1-1</b>	<b>0-1</b>	<b>54,466</b>	<b>56,853</b>	<b>30,398</b>
<b>31000 - Reserve Study</b>	<b>8,000</b>	<b>1-3</b>	<b>0-1</b>	<b>5,600</b>	<b>8,200</b>	<b>1,819</b>
<b>32000 - Undesignated</b>	<b>8,500</b>	<b>1-1</b>	<b>1-1</b>	<b>4,250</b>	<b>8,713</b>	<b>2,430</b>
Totals	<b>\$48,587,390</b>			<b>\$19,600,821</b>	<b>\$21,109,287</b>	<b>\$2,370,766</b>
Estimated Ending Balance				<b>\$11,543,101</b>	<b>\$10,246,456</b>	<b>\$334.85</b>
Percent Funded				<b>58.9%</b>	<b>48.5%</b>	/Lot/month @ 590

October 19, 2023

(1) The regular assessment per ownership interest is \_\_\_\_\_ per month for the fiscal year beginning January 1, 2024.

*Note: If assessments vary by the size or type of ownership interest, the assessment applicable to this ownership interest may be found on page \_\_\_\_ of the attached summary.*

(2) Additional regular or special assessments that have already been scheduled to be imposed or charged, regardless of the purpose, if they have been approved by the board and/or members:

Date assessment will be due:	Amount per ownership interest per month or year (if assessments are variable, see note immediately below):	Purpose of the assessment:
N/A	\$0.00	N/A
Total:	\$0.00	

*Note: If assessments vary by the size or type of ownership interest, the assessment applicable to this ownership interest may be found on page \_\_\_\_ of the attached report.*

(3) Based upon the most recent reserve study and other information available to the board of directors, will currently projected reserve account balances be sufficient at the end of each year to meet the association's obligation for repair and/or replacement of major components during the next 30 years?

Yes  No

*This disclosure has been prepared by Browning Reserve Group, LLC and has been reviewed and approved by the association's board of directors based upon the best information available to the association at the time of its preparation. The accuracy of this information over the next 30 years will be dependent upon circumstances which are impossible to predict with specificity, and will require future action to adjust assessments over the period in accordance with the current projections and future developments.*

(4) If the answer to (3) is no, what additional assessments or other contributions to reserves would be necessary to ensure that sufficient reserve funds will be available each year during the next 30 years that have not yet been approved by the board or the members

Approximate date assessment will be due:	Amount per ownership interest per month or year:
N/A	N/A

(5) All major components are included in the reserve study and are included in its calculations. See next page §5300(b)(4), for any major component exclusions.

(6) Based on the method of calculation in paragraph (4) of the subdivision (b) of section 5570, the estimated amount required in the reserve fund at the end of the current fiscal year is \$19,600,821, based in whole or in part on the last reserve study or update prepared by Browning Reserve Group, LLC as of October, 2023. The projected reserve fund cash balance at the end of the current fiscal year is \$11,543,101 resulting in reserves being 58.9% percent funded at this date. Civil code section 5570 does not require the board to fund reserves in accordance with this calculation.

*An alternate and generally accepted method of calculation has been utilized to determine future reserve contribution amounts. The reserve contribution for the next fiscal year has been determined using the Cash Flow method of calculation (see section III, Reserve Fund Balance Forecast). This is a method of developing a reserve funding plan where the contributions to the reserve fund are designated to offset the variable annual expenditures from the reserve fund. Different reserve funding plans are tested against the anticipated schedule of reserve expenses until the desired funding goal is achieved.*

(7) Based on the method of calculation in paragraph (4) of subdivision (b) of section 5570 of the Civil Code, the estimated amount required in the reserve fund at the end of each of the next five budget years is presented in column (b) 'Fully Funded Balance' in the table immediately below; and the projected reserve fund cash balance in each of those years, taking into account only assessments already approved and other known revenues, is presented in column (c) 'Reserve Ending Balance'; leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective years.

Fiscal Year (a)	Fully Funded Balance (b)	Reserve Ending Balance (c)	Percent Funded (d)
2024	\$21,109,287	\$10,246,456	48.5%
2025	\$21,218,018	\$8,577,026	40.4%
2026	\$21,318,710	\$7,940,107	37.2%
2027	\$22,118,344	\$8,062,071	36.4%
2028	\$23,779,799	\$9,179,402	38.6%

If the reserve funding plan approved by the association is implemented, the projected fund cash balance in each of those years will be the amounts presented in column (c) 'Reserve Ending Balance' in the table immediately above, leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective years.

NOTE: The financial representations set forth in this summary are based on the best estimates of the preparer at that time. The estimates are subject to change. At the time this summary was prepared, 2.50% per year was the assumed long-term inflation rate, and 1.40% per year was the assumed long-term interest rate.

#### Additional Disclosures

**§5565(d)** The current deficiency in reserve funding as of December 31, 2024 is \$18,412 per ownership interest (average).

*This is calculated as the current estimate of the amount of cash reserves necessary as of the end of the fiscal year for which the study is prepared, less, the amount of accumulated cash reserves actually (Projected to be) set aside to repair, replace, restore, or maintain the major components.*

$$\text{Deficiency} = \frac{2024 \text{ Fully Funded Balance} - 2024 \text{ Reserve Ending Balance}}{\text{Ownership Interest Quantity}}$$

**§5300(b)(4)** The current board of directors of the association has not deferred or determined to not undertake repairs or replacements over the next 30 years, unless noted below:

Major Component:	Justification for Deferral:
N/A	N/A

**§5300(b)(5)** The board of directors as of the date of the study does not anticipate the levy of a special assessment for the repair, replacement, or restoration of the major components.

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Beginning Balance</b>	11,113,960	11,543,101	10,246,456	8,577,026	7,940,107	8,062,071	9,179,402	9,233,227	10,362,015	11,559,686
<b>Inflated Expenditures @ 2.5%</b>	1,979,796	3,818,877	4,296,696	3,380,463	2,757,323	1,917,277	3,143,406	2,239,334	2,357,915	2,333,044
<b>Reserve Contribution</b>	2,251,440	2,370,766	2,496,417	2,628,727	2,768,050	2,914,757	3,069,239	3,231,909	3,403,200	3,583,570
<i>Lots/month @ 590</i>	318.00	334.85	352.60	371.29	390.97	411.69	433.51	456.48	480.68	506.15
<i>Percentage Increase</i>		5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%
<b>Special Assessments / Other</b>	0	0	0	0	0	0	0	0	0	0
<b>Interest After Tax @ 1.40%<sup>1</sup></b>	157,497	151,467	130,848	114,816	111,237	119,851	127,992	136,213	152,385	170,589
<b>Ending Balance</b>	11,543,101	10,246,456	8,577,026	7,940,107	8,062,071	9,179,402	9,233,227	10,362,015	11,559,686	12,980,801

1) The estimated tax payments, based on reserve earnings, are being deducted from reserves per the CPA recommendation. IR in study is set to 2%, with a 30% deduction for taxes, leaving a net rate at 1.4%. This is an increase in 2023 of .2%. The funding threshold as set by the association at \$5M.

	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042
<b>Beginning Balance</b>	12,980,801	14,612,893	15,901,667	16,822,080	15,816,439	15,824,688	17,370,342	19,349,143	18,946,916	20,166,683
<b>Inflated Expenditures @ 2.5%</b>	2,333,220	2,896,837	3,491,151	5,638,368	4,851,056	3,570,338	3,420,609	6,085,236	4,756,015	6,095,796
<b>Reserve Contribution</b>	3,773,499	3,973,494	4,184,089	4,405,846	4,639,356	4,885,242	5,144,160	5,416,800	5,703,890	6,006,196
<i>Lots/month @ 590</i>	532.98	561.23	590.97	622.29	655.28	690.01	726.58	765.08	805.63	848.33
<i>Percentage Increase</i>	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%
<b>Special Assessments / Other</b>	0	0	0	0	0	0	0	0	0	0
<b>Interest After Tax @ 1.40%</b>	191,813	212,117	227,474	226,881	219,948	230,750	255,250	266,209	271,892	281,706
<b>Ending Balance</b>	14,612,893	15,901,667	16,822,080	15,816,439	15,824,688	17,370,342	19,349,143	18,946,916	20,166,683	20,358,790

	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052
<b>Beginning Balance</b>	20,358,790	21,271,709	17,407,723	15,976,090	13,176,717	8,406,409	5,841,616	5,032,982	5,586,237	10,174,599
<b>Inflated Expenditures @ 2.5%</b>	5,700,993	10,792,583	8,676,385	10,386,386	12,696,073	10,851,683	9,506,031	8,599,321	5,081,130	3,489,863
<b>Reserve Contribution</b>	6,324,524	6,659,724	7,012,689	7,384,362	7,775,733	8,187,847	8,621,803	9,078,759	9,559,933	10,066,609
<i>Lots/month @ 590</i>	893.29	940.64	990.49	1,042.99	1,098.27	1,156.48	1,217.77	1,282.31	1,350.27	1,421.84
<i>Percentage Increase</i>	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%
<b>Special Assessments / Other</b>	0	0	0	0	0	0	0	0	0	0
<b>Interest After Tax @ 1.40%</b>	289,388	268,874	232,062	202,651	150,032	99,043	75,593	73,818	109,559	188,482
<b>Ending Balance</b>	21,271,709	17,407,723	15,976,090	13,176,717	8,406,409	5,841,616	5,032,982	5,586,237	10,174,599	16,939,826