

NEPENTHE ASSOCIATION
Open Session

Nepenthe Clubhouse
May 1 2024 – 6:00 PM



NEPENTHE ASSOCIATION

Open Session

May 1, 2024 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=bDJDalMycUswQ0ZPSU81Y05jeVF6dz09>

Meeting ID: 882 7211 1861

Passcode: Board

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 May 1, 2024, 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 May 1, 2024 Executive Session:

III. REPORTS

A. CONSTRUCTION MANAGER'S REPORT

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

Supporting Documents

[!\[\]\(f3dbb29db16cc7512158f1f72d768b3b_img.jpg\) *Nepenthe Monthly Report April 2024 4 24.pdf* 7](#)
[!\[\]\(171b06c61fce4825dc68e7cb873e27c7_img.jpg\) *Nepenthe Change Order Log Updated 4.19.24.pdf* 22](#)

B. GENERAL MANAGER'S REPORT

Nicole Marks, General Manager, has submitted the enclosed work order report for April 2024 (Open Work Orders as of April 25th) and Management Report for review.

Supporting Documents

[!\[\]\(6f06d04855ffda1256fa40699cc6c432_img.jpg\) *Open Work Orders as of 04.25.24.pdf* 52](#)
[!\[\]\(f58dd00a7fc69d39516f8b514f281c63_img.jpg\) *Management Report - 05.01.24.docx* 64](#)

IV. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Architectural Committee.

Proposed Resolution

Security Camera Approval:

The Board approves that all security cameras will go through the normal architectural application process and no more emergency approvals will be issued.

Volunteer Application:

The Board approves the volunteer application from Pat Singer to be appointed to the Architectural Committee.

Applications:

The Board approves the applications below as Architecture Committee recommends.

Address	Modification	Recommendation
1396 Commons	Patio Hardscape	Approval
814 Elmhurst	Patio Hardscape	Approval
302 Elmhurst	Windows	Approval
1425 Commons	Patio Hardscape	Approval
1071 Vanderbilt	Windows and Half Wall	Approval
1333 Commons	HVAC	Approval

Supporting Documents

[!\[\]\(6021413e3fe886c767d422317bc108e2_img.jpg\) *Committee-App_Conflict-of-Interest_.pdf* 66](#)
[!\[\]\(66e9762818bd6f5b3a3324a458963713_img.jpg\) *2024-04-11 ARC Minutes.docx* 73](#)

▶ Action Required: Board Review & Resolution

B. OUTREACH COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Outreach Committee.

Supporting Documents

[Minutes, 04-10-24 Outreach Committee Meeting \(pdf\).pdf](#) 77

C. ILS COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the ILS Committee.

D. GROUNDS COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Grounds Committee.

E. FINANCE COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Finance Committee.

F. ELECTION/NOMINATING COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Election/Nominating Committees.

V. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 05.01.24

Attached for Board review is correspondence from the Membership to provide comments/feedback.

Supporting Documents

[1. Jerry Dunn.pdf](#) 81
[2. Kelly Cole.pdf](#) 86
[2A. Kelly Cole.pdf](#) 89
[3. Alan Watters.docx](#) 92
[4. Marty and Sue Henderson.pdf](#) 94

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 04.03.24

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

Supporting Documents

[HO Meeting Response APRIL 2024.pdf](#) 101

VI. NEW BUSINESS

A. OPEN SESSION MINUTES - APRIL 3, 2024

Proposed Resolution

The Board approves the Open Session Minutes dated April 3, 2024 as presented.

Supporting Documents

[OpenSession_04032024_Minutes.pdf](#) 105

▶ **Action Required: Board Review & Resolution**

B. FINANCIAL STATEMENT - MARCH 2024

Proposed Resolution

The Board accepts the Association’s income statement for March 2024 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 \$178,403.34 and year-to-date reserve funding of \$496,196.88 compared to the year-to-date reserve funding budget of \$592.692. The actual year-to-date operating expenses were \$606,804.32. The budgeted year-to-date operating expenses were \$516,555. The association has \$152,964.43 in operating funds, which represents 0.41 months of budgeted expenses and reserve contributions. The association has \$10,490,222.51 in reserve funds.

Supporting Documents

[📎 March 2024 - Financials for the Membership.pdf](#) 110

C. RESOLUTION TO RECORD LIEN

Background

WHEREAS, Section 5673 of the California Civil Code requires that, the decision to record a lien for delinquent assessments shall be made only by the Board of Directors of the association and may not be delegated to an agent of the association; and

WHEREAS, Section 5660 of the California Civil Code requires that a warning letter be sent by certified mail to the owner of record at least 30 days prior to recording a lien; and

WHEREAS, the Association has sent this letter and the 30 days has or will soon expire; and **WHEREAS**, as of the date of this report payment has not been received to pay the delinquent assessment amount on the properties listed below

Proposed Resolution

NOW THEREFORE BE IT RESOLVED that the Board of Directors approves by a majority vote of the board members present at a duly called open meeting for FirstService Residential to record a lien on the separate interests/accounts listed below on behalf of the association and to mail a copy of the recorded lien to all known owners and addresses once the 30 days has elapsed from the mailing of the warning letter and no payment has been received.

Date	Account No.	Total Amount Due	Approved	Denied
4/12/24	2011-06	\$4,909.91		

▶ **Action Required: Board Review & Resolution**

VII. 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.

VIII. NEXT BOARD MEETING

The Association’s next open Board meeting will be held June 5, 2024, at 6:00 pm.

IX. ADJOURN

Nepenthe Monthly Report April 2024 4 24.pdf



Dry Rot and Painting Project
Phase One 2022-2023-2024
Phase Two 2024-2025
Phase Three 2025- 2027
Monthly Project Report For April 2024

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



1. Project Overview, Phase #1	2-3
2. Phase #2 Update	4
3. Phase #3 Update	4
3. Phase #1 Cost Management	5
4. Phase #1 Invoice Control	6-13

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

1. Project Overview- April 2024:

Phase #1.

We have had slower progress, which continued in April due to rain. I have asked CPR for a schedule update. Expect that after May 4th.

We had our pre-inspection of the patio landscaping at 300 to 308. Nirmal and Jay contacted each homeowner and requested landscaping trimming before construction is started on their homes.

DB. We will have our next patio inspection of the 200 to 216 DB in mid-May.

An update on the progress of phase #1 is below.

1. Dry rot repairs and painting are in progress at building unit addresses-
Up to 700 Dunbarton Cir. With 720 DB delayed due to homeowner requests, it is getting finished up.
2. Dry rot repairs are in process at 500 to 516 Dunbarton Cir. They will be completed in approximately two weeks
4. Painters will schedule painting, weather permitting, as soon as possible.
5. The next units on the repair list are 300 to 308 Dunbarton. These will start second week of May.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



As of 4/20, 137 units of the 172 are completed in phase #1. With 38 units left.

6. **Change order log-** Due to its size, it has been moved to its own attachment dated 4/19/24.

The total adjusted contract amount for siding and fence repairs is at the bottom of the C/O. Log, pending, and approved change orders are \$2,113,099.30 % The log includes the 137 units completed and the next five units to be done, representing 142.

The cost per unit of siding and fences was \$14,880.98 each, up \$35.95 each from last month. Expect this change to be up/down per month.

Budgeting-

We have 30 homes and one pool house left in phase one. Dry rot and fence 30 x \$14,880.98 = \$446,429.40.

The painter has \$78,750.00 left to invoice; they have No change orders.

The total for the remaining 30 homes and pool house is \$525,179.40. This number will change as we finish these last homes.

That would make our total for phase #1 Dry rot siding and fence repairs \$2,559,528.70.

Total phase #1 siding, fencing repairs, and paint \$2,865,778.70.

7. Changes to Cost Management and Invoice Control for February are highlighted in yellow.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



2. Phase #2. There has been no change from March.

We expect to start phase #2 as soon as phase #1 is complete, in July 2024.

We have been getting requests from homeowners concerned about the dry rot damage they see. I have been inspecting them to see if there is a high likelihood of water getting in this year. If there is, we will get repair estimates and request approval. If they can wait until their repairs are scheduled in phase #2, I will put them on a watch list and look at them in the spring of 2025 if we have not completed that part of phase #2.

3. Phase #3. There has been no change from March.

We have been getting requests from homeowners concerned about the dry rot damage they see. If there is a high likelihood of water getting in this year. I have been inspecting them and getting estimates for repairs. Then, ask for approval to repair. If they can wait until their repairs are scheduled in phase #3, I will put them on a watch list and look at them in the spring of 2025, the same as phase #2.

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 Siding & Trim	\$669,639.49			\$2,099,112.95 Includes Change Orders Invoiced	\$1,789,475.18	
CPR Construction	Change Orders Siding & Trim		\$927,889.32				
CPR Construction	Original Contract Fencing	\$153,218.39					
CPR Construction	Change Orders Fencing		\$363,609.86				
CPR Construction	Total Retention to date	\$201,224.24					
CPR Construction	Total Retention Invoiced	\$156,587.05			Included Above	Included Above	
CPR Construction	Permits			\$13,399.58	Included Above	Included Above	
Progressive Painting	Painting Original Contract	\$306,250.00			\$227,500.00	\$199,500.00	
	TOTAL PAID TO ALL ABOVE				Invoiced Value \$2,326,612.95	Value Paid \$2,087,626.96	

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,	\$65,466.92	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



			Including Change				
Contractor	Scope	IN #	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding Repair	#1214		\$43,659.02	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1238	Units 303, 401, 403, 405, 407, 2320, 2322, 2324, 2326, 2328, 1230, 2330, Including Change Orders Less retention	\$82,370.83	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1241	Units 2314, 2322 SM, 409, 411, 501, 503, 505, 507, 509, 511, Including Change Orders Less retention	\$74,333.60	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

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	Total Due Minus Retention \$69,707.27	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



CPR Construction	Siding Repair	1262	Units 711,713,715,717,719, Including Change Orders	Total Due Minus Retention \$109,770.15	COMPLETE	APPROVED	PAID
Contractor	Scope	IN#	Description	Value	Status Of Work	Status of Invoice	Status of Payment
CPR Costruction	Siding Repair	1269	Units 901, 903, 903,905,907,801,803,817, 807, 811, 809, Including Change Orders	Total Due Includes Retention Invoiced \$125,390.93	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1280	See Detail on invoice.	Total Due Includes Retention Invoiced \$100,823.87	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1289	Units 1001, 1003, 1005, 1007, 1009, 1011, 1013, 1015, 1017, 1019.	Total Due Includes Retention Invoiced \$116,590.22	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



CPR Construction	Siding Repair	1298	See Detail on invoice.	Total Due Includes Retention Invoiced \$104,600.15	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1312	See Detail on invoice	Due This invoice \$15,047.66	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1320	See Detail on invoice	Due This invoice \$104,367.03	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1321	Retention	Due This invoice \$30,000.00	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1332	See Detail on invoice	Due This invoice \$82,885.37	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



CPR Construction	Siding Repair	1337	See Detail on invoice	Due This invoice \$133,263.53	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1342	See Detail on invoice	\$70,080.75	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1354	See Details on the invoice	\$54,021.57	COMPLETE	APPROVED	PAID
CPR Construction	Siding Repair	1360	See Details on the invoice	\$98,651.78	COMPLETE	APPROVED	PENDING
CPR Construction	Siding Repair	1369	See Details on the invoice	\$1,586.17	COMPLETE	APPROVED	PENDING

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



CPR Construction	Siding Repair	1370	See Details on the invoice	\$56,776.47	COMPLETE	APPROVED	PENDING
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

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Progressive Painting	Paint	17361	Painting	\$17,500.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17379	Painting	\$15,750.00	COMPLETE	APPROVED	PAID
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	PAID
Progressive Painting	Paint	17419	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17438	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17445	Painting	\$7,000.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17452	Painting	\$14,000.00	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-2024

Location: Sacramento, CA



Progressive Painting	Paint	17457	Painting	\$10,500.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	17460	Painting	\$8,750.00	COMPLETE	APPROVED	PENDING
Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
Progressive Painting	Paint	#17473	Painting	\$14,000.00	COMPLETE	APPROVED	PENDING
Progressive Painting	Paint	#17476	Painting	\$5,250.00	COMPLETE	APPROVED	PENDING
			TOTAL APPROVED	Invoiced Value \$2,326,612.95			
			TOTAL APPROVED, NOT PAID	\$238,985.99			
			TOTAL PENDING APPROVAL	0			
			TOTAL PAID	\$2,087,626.96			

End Report.

Nepenthe Change Order Log Updated 4.19.24.pdf



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

Date: April 19, 2024 Contact: Paul Reeves
 Property Name: Nepenthe Homeowner's Association Company: Reeve's Construction Inc.

CHANGE ORDER LOG

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

COR #15	1329 Commons Supplemental to #COR09		\$821.64		Additional Siding and Trim at Left Wall 2nd Story
COR #15 REVISION	1329 Commons Supplemental to #COR09			\$998.80	Additional Siding and Trim at Left Wall 2nd Story
COR #16	201 Dunbarton			\$4,003.85	Additional Siding and Trim
COR #17	203 Dunbarton			\$3,362.43	Additional Siding and Trim
COR #18	205 Dunbarton			\$1,954.55	Additional Siding and Trim
COR #19	301 Dunbarton			\$121.07	Additional Siding and Trim
COR #20	303 Dunbarton			\$304.69	Additional Siding and Trim
COR #21	1331 Commons Supplemental to #COR10			\$446.65	Additional Siding and Trim
COR #22	Additional Fence Repairs 201/205 Dunbarton Cir			\$6,593.48	Fence Repairs and replacement
COR #23	Additional Siding and Trim Unit #203			\$993.58	Additional Siding and Trim
COR #24	Additional Siding and Trim Unit #2310 SM			\$663.41	Additional Siding and Trim
COR #25	Additional Siding and Trim Unit #2312 SM			\$1,184.86	Additional Siding and Trim
COR #26	Additional Siding and Trim Unit #2314 SM			\$1,794.88	Additional Siding and Trim
COR #27	Additional Siding and Trim Unit #2318 SM			\$809.24	Additional Siding and Trim
COR #28	Additional Siding and Trim Unit #2316 SM			\$651.20	Additional Siding and Trim
COR #29	Additional Fence Repairs 2310-2318 SM			\$2,472.47	Fence Repairs and replacement

COR #30	Additional Siding and Trim Unit #203 Supplemental COR#23			\$866.70	Additional Siding and Trim
COR #31	Additional Siding and Trim Unit #305 DB			\$4,773.70	Additional Siding and Trim
COR #32	Additional Siding and Trim Unit #307 DB			\$1,139.40	Additional Siding and Trim
COR #33	Additional Siding and Trim Unit #203 Supplemental COR#30			\$835.51	Additional Siding and Trim
COR #34	Additional Siding and Trim Unit #201 Supplemental COR#16			\$1,648.02	Additional Siding and Trim
COR #35	Multiple Addresses			\$1,674.47	Permit Fees
COR #36	Additional Siding and Trim Unit #301 Supplemental COR#19			\$1,390.11	Additional Siding and Trim
COR #37	Additional Siding and Trim Unit #303 Supplemental COR#20			\$2,135.72	Additional Siding and Trim
COR #38	Additional Siding and Trim Unit #2318 Supplemental COR#27			\$773.57	Additional Siding and Trim
COR #39	Additional Siding and Trim Unit #2310 Supplemental COR#24			\$335.33	Additional Siding and Trim

COR #40	Additional Siding and Trim Unit #2312 Supplemental COR#25			\$536.82	Additional Siding and Trim
COR #41	Additional Siding and Trim Unit #401 DB			\$2,355.40	Additional Siding and Trim
COR #42	Additional Siding and Trim Unit #403 DB			\$2,177.28	Additional Siding and Trim
COR #43	Additional Siding and Trim Unit #405 DB			\$1,104.37	Additional Siding and Trim
COR #44	Additional Siding and Trim Unit #407 DB			\$1,561.76	Additional Siding and Trim
COR #45	Fence Repairs Unit #401-#405 DB			\$672.87	Fence Repairs and replacement
COR #46	Additional Siding and Trim Unit #305 DB Supplemental to COR#31			\$3,285.38	Additional Siding and Trim
COR #47	Additional Siding and Trim Unit #2320 SM			\$5,129.44	Additional Siding and Trim
COR #48	Additional Siding and Trim Unit #2322 SM			\$872.21	Additional Siding and Trim
COR #49	Additional Siding and Trim Unit #2324 SM			\$2,333.85	Additional Siding and Trim
COR #50	Additional Siding and Trim Unit #2328 SM			\$1,030.03	Additional Siding and Trim
COR #51	Additional Siding and Trim Unit #2330 SM			\$1,238.82	Additional Siding and Trim
COR #52	Additional Siding and Trim Unit #409 DB			\$1,988.08	Additional Siding and Trim

COR #53	Additional Siding and Trim Unit #411 DB			\$1,595.22	NO ORIGINAL SCOPE LISTED Additional Siding and Trim
COR #54	Additional Fence Repairs 411 Dunbarton			\$1,426.60	Additional Fence Repairs
COR #55	Additional Fence Repairs 403 Dunbarton			\$1,352.70	Additional Fence Repairs
COR #56	Additional Siding and Trim Unit #401 DB Supplemental to COR#41			\$374.43	Additional Siding and Trim
COR #57	Additional Fence Repairs 405 Dunbarton			\$353.87	Additional Fence Repairs
COR #58	Beam Replacement Unit #405 DB Supplemental to COR#43			\$439.96	Additional Siding and Trim
COR #59	Additional Fence Repairs 407 Dunbarton			\$5,596.46	Additional Fence Repairs
COR #60	Additional Siding and Trim Unit #407 DB Supplemental to COR#44			\$898.36	Additional Siding and Trim
COR #61	Additional Siding and Trim Unit #405 DB Supplemental to COR#58			\$299.15	Additional Siding and Trim
COR #62	Additional Siding and Trim Unit #401 DB Supplemental to COR#56			\$268.41	Additional Siding and Trim
COR #63	and Trim Unit #2320 Swarthmore Supplemental to COR#47			\$354.31	Additional Siding and Trim (HOA to invoice homeowner)

COR #64	and Trim Unit #2320 Swarthmore Supplemental to COR#63			\$647.44	Additional Siding and Trim
COR #65	Additional Fence Repairs Unit #303 Dunbarton			\$424.33	Additional Fence Repairs
COR #66	Additional Fence Repairs Unit #2320 Swarthmore			\$500.84	Additional Fence Repairs
COR #67	and Trim Unit #2322 Swarthmore Supplemental to COR#48			\$2,529.73	Additional Siding and Trim
COR #68	and Trim Unit #2324 Swarthmore Supplemental to COR#49			\$3,200.37	Additional Siding and Trim
COR #69	Additional Siding and Trim Unit #501 DB			\$9,577.20	NO ORIGINAL SCOPE Additional Siding and Trim
COR #70	Additional Siding and Trim Unit #503 DB			\$901.91	Additional Siding and Trim
COR #71	Additional Siding and Trim Unit #505 DB			\$3,939.65	NO ORIGINAL SCOPE Additional Siding and Trim
COR #72	Additional Fence Repairs Unit #501 DB			\$6,285.75	NO ORIGINAL SCOPE Fence Replacement

COR#73	Additionla 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	Additional Siding and Trim Unit #1108 Dunbarton			\$7,338.62	Additional Siding and Trim
COR #222	Additional Siding and Trim Unit #1106 Dunbarton			\$4,409.00	Additional Siding and Trim
COR #223	Additional Siding and Trim Unit #1417 Commons			\$5,520.91	Additional Siding and Trim
COR #224	Additional Siding and Trim Unit #1110 Dunbarton			\$7,631.01	Additional Siding and Trim
COR #225	Fence Repairs Unit #1106-1110 DB			\$11,981.14	Additional Fence Repairs
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

COR #228	Additional Siding and Trim Unit #1012 Dunbarton			\$10,886.15	Additional Siding and Trim
COR #229	Additional Siding and Trim Unit #1014 Dunbarton			\$7,476.33	Additional Siding and Trim
COR #230	Additional Siding and Trim Unit #1016 Dunbarton			\$10,583.93	Additional Siding and Trim
COR #231	Additional Siding and Trim Unit #1018 Dunbarton			\$6,874.27	Additional Siding and Trim
COR #232	Additional Siding and Trim Unit #1020 Dunbarton			\$10,145.23	Additional Siding and Trim
COR #233	Additional Siding and Trim Unit #1100 Dunbarton			\$7,346.06	Additional Siding and Trim
COR #234	Additional Siding and Trim Unit #1102 Dunbarton			\$10,998.14	Additional Siding and Trim
COR #235	Additional Siding and Trim Unit #1104 Dunbarton			\$7,816.33	Additional Siding and Trim
COR #236	Fence Repairs Unit #1100-1104 DB			\$15,821.36	Additional Fence Repairs
COR #237	Additional Siding and Trim Unit #1108 Supplemental to COR#221			\$754.89	Additional Siding and Trim
COR #238	Additional Siding and Trim Unit #1110 Supplemental to COR#224		\$1,173.63		Additional Siding and Trim

COR #239	Additional Siding and Trim Unit #1000 Dunbarton			\$10,792.91	Additional Siding and Trim
COR #240	Additional Siding and Trim Unit #1002 Dunbarton			\$6,134.75	Additional Siding and Trim
COR #241	Additional Siding and Trim Unit #1004 Dunbarton			\$6,679.67	Additional Siding and Trim
COR #242	Additional Siding and Trim Unit #1006 Dunbarton			\$8,098.77	Additional Siding and Trim
COR #243	Fence Repairs Unit #1002-1000 DB			\$12,286.15	Additional Fence Repairs
COR #244	Additional Siding and Trim Unit #1110 Supplemental to COR#238			\$310.23	Additional Siding and Trim
COR #245	Permit Fees Round 4			\$2,017.18	Permit Fees
COR #246	Additional Siding and Trim Unit #1110 Supplemental to COR#224	\$653.45			Additional Siding and Trim
COR #247	Fence Repairs Unit #1329 Commons			\$2,337.51	Additional Fence Repairs
COR #248	Additional Siding and Trim Unit #808 Dunbarton			\$7,874.24	Additional Siding and Trim
COR #249	Additional Siding and Trim Unit #810 Dunbarton			\$8,909.00	Additional Siding and Trim

COR #250	Additional Siding and Trim Unit #812 Dunbarton			\$9,020.01	Additional Siding and Trim
COR #251	Fence Repairs Unit #810-812 Dunbarton			\$5,155.55	Additional Fence Repairs
COR #252	Additional Siding and Trim Unit #1016 Dunbarton Supplemental to COR#230			\$840.40	Additional Siding and Trim
COR #253	Fence Repairs Unit #1012 Dunbarton			\$4,116.91	Additional Fence Repairs
COR #254	Additional Siding and Trim Unit #1014 Dunbarton Supplemental to COR#229			\$612.86	Additional Siding and Trim
COR #255	Additional Siding and Trim Unit #1018 Dunbarton Supplemental to COR#231			\$2,475.42	Additional Siding and Trim
COR #256	Exposed Beam Repairs Unit #1020 Supplemental to COR#232			\$2,964.21	Exposed Beam Repairs at Patio
COR #257	Rear Fence Repairs 1012 Dunbarton			\$2,922.58	Fence Repairs and replacement
COR #258	Exposed Beam Repairs Unit #1020 Supplemental to COR#256			\$614.03	Additional Siding and Trim Repairs
COR #259	Fence Repairs 1020 Dunbarton			\$1,251.73	Fence Repairs
COR #260	Additional Siding and Trim 1102 DB Supplemental to COR#234			\$1,074.60	Additional Siding and Trim Repairs

COR #261	Additional Siding and Trim 1104 DB Supplemental to COR#235			\$353.87	Additional Siding and Trim Repairs
COR #262	Additional Siding and Trim Unit #1010 Dunbarton			\$10,154.98	Additional Siding and Trim
COR #263	Additional Siding and Trim Unit #1008 Dunbarton			\$4,848.31	Additional Siding and Trim
COR #264	Fence Repairs 1010 Dunbarton			\$12,702.91	Fence Repairs
COR #265	Additional Siding and Trim Unit #1000 Supplemental to COR#239			\$299.15	Additional Siding and Trim
COR #266	Additional Siding and Trim Unit #1002 Supplemental to COR#240			\$278.59	Additional Siding and Trim
COR #267	Additional Siding and Trim Unit #1004 Supplemental to COR#241			\$730.18	Additional Siding and Trim
COR #268	Additional Siding and Trim Unit #810 Supplemental to COR#249			\$1,087.77	Additional Siding and Trim
COR #269	Additional Siding and Trim Unit #800 Dunbarton			\$8,117.96	Additional Siding and Trim
COR #270	Additional Siding and Trim Unit #802 Dunbarton			\$8,565.60	Additional Siding and Trim

COR #271	Additional Siding and Trim Unit #804 Dunbarton			\$15,882.18	Additional Siding and Trim
COR #272	Additional Siding and Trim Unit #806 Dunbarton			\$7,203.26	Additional Siding and Trim
COR #273	Fence Repairs 800, 802 and 804 Dunbarton			\$11,778.60	Fence Repairs
COR #274	Additional Siding and Trim Unit #116 Dunbarton			\$15,041.11	Additional Siding and Trim
COR #275	Fence Repairs 116 Dunbarton			\$834.79	Fence Repairs
COR #276	Additional Siding and Trim Unit #706 Dunbarton			\$7,660.57	Additional Siding and Trim
COR #277	Additional Siding and Trim Unit #708 Dunbarton			\$9,154.10	Additional Siding and Trim
COR #278	Additional Siding and Trim Unit #710 Dunbarton			\$13,892.64	Additional Siding and Trim
COR #279	Additional Siding and Trim Unit #712 Dunbarton			\$3,999.53	Additional Siding and Trim
COR #280	Additional Siding and Trim Unit #714 Dunbarton			\$8,361.65	Additional Siding and Trim
COR #281	Fence Repairs 706-714 Dunbarton			\$29,478.83	Fence Repairs
COR #282	Additional Siding and Trim Unit #808 Supplemental to COR#248			\$343.52	Additional Siding and Trim
COR #283	Additional Siding and Trim Unit #810 Supplemental to COR#268			\$1,867.37	Additional Siding and Trim

COR #284	PERMIT FEES			\$2,396.16	PERMIT FEES
COR #285	Additional Siding and Trim Unit #800 Supplemental to COR#269			\$332.70	Additional Siding and Trim
COR #286	Additional Siding and Trim Unit #802 Supplemental to COR#270			\$967.47	Additional Siding and Trim
COR #287	Fence Repairs 800 Dunbarton			\$7,537.51	Fence Repairs
COR #288	Additional Siding and Trim Unit #116 Supplemental to COR#274			\$932.04	Additional Siding and Trim
COR #289	Additional Siding and Trim Unit #1008 DB Supplemental to COR#263			\$2,157.75	Additional Siding and Trim
COR #290	Additional Siding and Trim Unit #1010 DB Supplemental to COR#262			\$919.42	Additional Siding and Trim
COR #291	Additional Siding and Trim Unit #708 DB Supplemental to COR#277			\$2,764.00	Additional Siding and Trim
COR #292	Additional Siding and Trim Unit #708 DB Supplemental to COR#291			\$966.00	Additional Siding and Trim
COR #293	Additional Siding and Trim Unit #802 DB Supplemental to COR#286			\$977.72	Additional Siding and Trim
COR #294	Fence Repairs 812 Dunbarton			\$2,686.30	Fence Repairs

COR #295	Additional Siding and Trim Unit #718 Dunbarton			\$5,443.93	Additional Siding and Trim
COR #296	Additional Siding and Trim Unit #720 Dunbarton			\$12,247.95	Additional Siding and Trim
COR #297	Fence Repairs 718-720 Dunbarton			\$14,071.79	Fence Repairs
COR #298	Additional Siding and Trim Unit #702 Dunbarton			\$10,379.97	Additional Siding and Trim
COR #299	Additional Siding and Trim Unit #704 Dunbarton			\$13,335.48	Additional Siding and Trim
COR #300	Fence Repairs 702 Dunbarton			\$3,207.80	Fence Repairs
COR #301	Drywall Abatement 708 Dunbarton			\$3,082.35	Abatement
COR #302	Additional Siding and Trim Unit #706 DB Supplemental to COR#276			\$825.39	Additional Siding and Trim
COR #303	Additional Siding and Trim Unit #716 Dunbarton			\$12,480.30	Additional Siding and Trim
COR #304	Additional Siding and Trim Unit #714 DB Supplemental to COR#280			\$278.59	Additional Siding and Trim
COR #305	Additional Siding and Trim Unit #716 DB Supplemental to COR#303			\$1,200.24	Additional Siding and Trim

COR #306	Additional Siding and Trim Unit #1018 DB Supplemental to COR#255			\$566.37	Additional Siding and Trim
COR #307	Additional Siding and Trim Unit #700 Dunbarton			\$9,261.61	Additional Siding and Trim
COR #308	Fence Repairs 700 Dunbarton			\$8,803.08	Fence Repairs
COR #309	Additional Siding and Trim Unit #510 Dunbarton			\$10,135.64	Additional Siding and Trim
COR #310	Additional Siding and Trim Unit #512 Dunbarton			\$12,129.80	Additional Siding and Trim
COR #311	Additional Siding and Trim Unit #514 Dunbarton			\$7,859.43	Additional Siding and Trim
COR #312	Additional Siding and Trim Unit #516 Dunbarton			\$9,099.26	Additional Siding and Trim
COR #313	Fence Repairs 510-516 Dunbarton			\$18,749.92	Fence Repairs
COR #314	Additional Siding and Trim Unit #506 Dunbarton			\$8,576.97	Additional Siding and Trim
COR #315	Additional Siding and Trim Unit #508 Dunbarton			\$5,616.35	Additional Siding and Trim
COR #316	Additional Siding and Trim Unit #118 Dunbarton			\$4,893.91	Additional Siding and Trim
COR #317	Additional Siding and Trim Unit #1411 Commons			\$9,463.01	Additional Siding and Trim
COR #318	Fence Repairs 508 Dunbarton Circle			\$5,238.66	Fence Repairs
COR #319	Additional Siding and Trim Unit #704 DB Supplemental to COR#299			\$356.03	Additional Siding and Trim

COR #320	Additional Siding and Trim Unit #514 DB Supplemental to COR#311			\$350.01	Additional Siding and Trim
COR #321	Fence Repairs 307 Dunbarton Circle			\$2,444.74	Fence Repairs
COR #322	Credit for Over Billing 716 Dunbarton Circle			-\$873.43	CREDIT FOR OVERBILLING
COR #323	Additional Siding and Trim Unit #720 DB Supplemental to COR#296			\$321.88	Additional Siding and Trim
COR #324	Additional Siding and Trim Unit #700 DB Supplemental to COR#307			\$278.59	Additional Siding and Trim
COR #325	Additional Siding and Trim Unit #500 Dunbarton			\$4,513.22	Additional Siding and Trim
COR #326	Additional Siding and Trim Unit #502 Dunbarton			\$9,300.52	Additional Siding and Trim
COR #327	Additional Siding and Trim Unit #504 Dunbarton			\$11,216.15	Additional Siding and Trim
COR #328	Fence Repairs 500-504 Dunbarton Circle			\$6,441.97	Fence Repairs
TOTALS		\$653.45	\$19,883.71	\$1,290,242.30	
TOTAL ORIGINAL CONTRACT AMOUNT				\$822,857.00	
TOTAL ADJUSTED CONTRACT AMOUNT				\$2,113,099.30	

Open Work Orders as of 04.25.24.pdf



Work Orders Nepenthe Association

WO#: 1206141	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2319 Swarthmore Dr		Category:	Proposal
Date Created: 04/24/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR Can you please provide a proposal for this? The flashing needs to be replaced but if the siding needs to be taken off, it might be the Homeowner's expense if it is not a rotted section. Can you evaluate if that section has dry rot, please?			
WO#: 1206105	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 9 Adelphi Ct		Category:	Gate - Pedestrian
Date Created: 04/24/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR Please inspect the fence and the gate and see if this can wait until the phase repair. please call 916-605-9466			
WO#: 1206073	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2319 Swarthmore Dr		Category:	Roof
Date Created: 04/24/2024	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description: ARD On north slope of garage roof, the bottom row of shingles appears raised up where the roof meets that of 2317's garage. Please evaluate. Thank you			
WO#: 1205946	Status: Open	Progress Code:	In-Progress
Unit/Common Area: Landscape		Category:	Irrigation
Date Created: 04/24/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: 1 A 11 2312 American River Repair (1) broken lateral line in root infested area 1 A 25 4 Colby Court Repair (1) broken lateral line in root infested area 4 D 7 500 Dunbarton Repair (4) broken Netafim Lines damaged by electrician 5 E 5 1203 Vanderbilt Repair (1) broken lateral line in root infested area 7 G 34 164 University Repair (24) broken Netafim lines			
WO#: 1205785	Status: Open	Progress Code:	Received
Unit/Common Area: General		Category:	Handyman
Date Created: 04/23/2024	Date Completed:	Vendor:	ELITE Service Experts
Schedule Completion Date:			
Description: Mike Please install all of the push guards. Theye are in the Managers office. Thanks,			
WO#: 1205461	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Clubhouse		Category:	Gate - Pedestrian

Report Date : 04/25/2024

Page 1 of 11



Work Orders
Nepenthe Association



Work Orders Nepenthe Association

Date Created: 04/22/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR Please install the springs on all of the wrought iron gates 3 at the clubhouse 2 at Dunbarton 2 at Elmhurst Thanks			
WO#: 1205434	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1104 Dunbarton Cir		Category:	Landscape Request
Date Created: 04/22/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description: Recently, some ivy was removed from in front of this home, but not all ivy was removed. Owner is requesting the remainder of the ivy be removed, due to not matching the rest of the landscape now and also request to add more plants to file in the bare areas. There are photos attached to show which areas are being referenced			
WO#: 1204715	Status: Open	Progress Code:	Request Sent
Unit/Common Area: General		Category:	Irrigation
Date Created: 04/17/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Zone Controller Station Address Repair 1 A 74 16 Adelphi Ct. Repair (2) Broken Netafim Lines 86 16 Adelphi Ct. Repair (3) Broken Netafim Lines 3 C 66 2324 Swarthmore Dr. Replace (1) Weeping Valve 66 2324 Swarthmore Dr. Repair (1) Broken Fitting 4 D 8 304 Dunbarton Cir. Repair (1) Broken Netafim Line 24 510 Dunbarton Cir. Repair (1) Broken Netafim Line 39 716 Dunbarton Cir. Repair (1) Broken Lateral Line and Replace (2) Clogged Rotary Nozzles 40 712 Dunbarton Cir. Repair (1) Broken Netafim Line 43 1112 Dunbarton Cir. Repair (1) Broken Netafim Line 7 G 6 1497 University Ave. Repair (1) Broken Netafim Line 11 1455 University Ave. Replace (1) 6" Round Box 19 1509 University Ave. Repair (2) Broken Netafim Lines 23 1509 University Ave. Replace (1) Clogged Rotary Nozzle 26 1551 University Ave. Repair (1) Broken Netafim Line 31 1599 University Ave. Repair (1) Broken Lateral Line In Root Infested Area And Replace (4) Clogged Rotary Nozzles			
WO#: 1204633	Status: Open	Progress Code:	In-Progress
Unit/Common Area: 2282 Swarthmore Dr		Category:	Drainage
Date Created: 04/17/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Update 04.17.24: "After checking this area we have to eliminate the netafim and convert this area to drip to minimize the water at this location I will need a wo to do this plus here is a guy installing new plants and adding drip to it FYI Thanks" There is a drainage/irrigation issue next to this home. Management along with an irrigation tech from Carson met on April 2nd. Can you please provide update on this drainage issue?			
WO#: 1204292	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1004 Dunbarton Cir		Category:	Landscape
Date Created: 04/15/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee



Work Orders Nepenthe Association

Schedule Completion Date:

Description: Carson Plants got damaged or removed while siding repair was being done, needs plants back

WO#: 1204288	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 700 Elmhurst Cir		Category:	Landscape
Date Created: 04/15/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee

Schedule Completion Date:

Description: Grounds I have requested this in the past but was turned down. I was told I don't have a drainage problem by a previous landscape company we used. However, with all this talk about our siding and fencing repair/replacement expenditures, I thought I would ask again. Whenever it rains, water pools by my gate and doesn't drain away but rather soaks into the soil. I lost a tree in the common area in front of my home a couple of years ago and the decomposing roots are changing the slope of my patio. I have personally added some pea gravel and tried to make a little trench to encourage drainage toward the street, but the slope is not enough to get the water to flow away from my fence. This was from the little bit of rain we got over the weekend. I am requesting a French drain be installed to keep the water away from my fence. P.S. I tried to do this on-line through: nepenthehomeowner.connectresident.com and received an error message??

WO#: 1204127	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2248 Swarthmore Dr		Category:	Gutter
Date Created: 04/15/2024	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC

Schedule Completion Date:

Description: Advance Roof water streaming out of the end of the gutter. Please repair Thanks

WO#: 1203910	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 24 ADELPHI Ct		Category:	Fences
Date Created: 04/12/2024	Date Completed:	Vendor:	

Schedule Completion Date:

Description: Hello, The homeowner at 24 Adelphi sent pictures of her gate falling apart. She is not until phase 3, can you go inspect? She has commented on it several times saying it is just getting worse.

WO#: 1203859	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 604 Elmhurst Cir		Category:	Gate - Pedestrian
Date Created: 04/12/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc

Schedule Completion Date:

Description: Mike Homeowner cannot close the gate because the fence post is rotted. Can you please adjust the gate or let us know if this needs to be done before the Elmhurst phase 2 repair. Please call Rob Bell (916) 501-2141 Thank you,

WO#: 1203522	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 516 Dunbarton Cir		Category:	Drain
Date Created: 04/10/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee



Work Orders Nepenthe Association

Schedule Completion Date:			
Description:		Grounds Committee The drain out by the front door near the alleyway sign is completely full and has been for a while.	
WO#: 1203520	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 516 Dunbarton Cir		Category:	Landscape
Date Created: 04/10/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:		Grounds Committee The homeowner submitted the request saying there is an Azaleia bush dying and a dogwood tree where the top of it is dying.	
WO#: 1202638	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 108 Elmhurst Cir		Category:	Landscape
Date Created: 04/05/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description:		please see attached.	
WO#: 1202553	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2246 Swarthmore Dr		Category:	Roof
Date Created: 04/05/2024	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description:		Advance Roof--Urgent Please remove the moss from the roof. Call Rodney at 916-803-8787 thanks	
WO#: 1202392	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Zone 6 Landscape		Category:	Irrigation
Date Created: 04/04/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:		Per Carson: 108 Elmhurst Cir. - Clean up boxes and put gravel 306 Elmhurst Cir. - Clean up boxes and put gravel 312 Elmhurst Cir. - Clean up boxes and put gravel 318 Elmhurst Cir. - Clean up boxes and put gravel 400 Elmhurst Cir. - Clean up boxes and put gravel 406 Elmhurst Cir. - Clean up boxes, put gravel and put berry creek around boxes 412 Elmhurst Cir. - Clean up boxes and put gravel 600 Elmhurst Cir. - Put berry creek around the boxes 606 Elmhurst Cir.- Put berry creek around the boxes 702 Elmhurst Cir. - Clean up boxes, put gravel and put berry creek around boxes 708 Elmhurst Cir. - Clean up boxes and put gravel 814 Elmhurst Cir. - Put berry creek around the boxes	
WO#: 1201926	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 2319 Swarthmore Dr		Category:	General Maintenance
Date Created: 04/02/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			



Work Orders Nepenthe Association

Description: Mike Can you please call the homeowner (916)765-0228 and meet with her to get access to the yard. Please look at the downspout to the back left of the building. The HO says there is a hole in it where the fence and 90 degree angle of the downspout meets and the water coming out drips down the siding. Please seal/plug the whole, check the fence and siding and see if it has water damage. Thanks,

WO#: 1201807 **Status:** Open **Progress Code:** Request Sent
Unit/Common Area: 1104 Dunbarton Cir **Category:** Irrigation
Date Created: 04/02/2024 **Date Completed:** **Vendor:** *FRANK CARSON LANDSCAPE & MAINTENANCE INC.

Schedule Completion Date:

Description: Carson severed drip irrigation line outside living room window. The water's flowing down a drain about 2 feet from the severed pipe. Thanks

WO#: 1201213 **Status:** Open **Progress Code:** Request Sent
Unit/Common Area: 212 Dunbarton Cir **Category:** Landscape Request
Date Created: 03/29/2024 **Date Completed:** **Vendor:** Nepenthe Grounds Committee

Schedule Completion Date:

Description: Nepenthe Grounds Committee Repair to bare ground area along walkway and just above the driveway. The bare area- about 1 foot wide and 5 ft. wide Rain and irrigation water washes the dirt onto the driveway and walk area. Request - Minimal remediation to stop erosion, and mud/dirt in drive/ walkway. Location - Directly in front of 212 Dunbarton, between 302 + 304 Dunbarton.

WO#: 1200869 **Status:** Open **Progress Code:** Request Sent
Unit/Common Area: 705 Elmhurst Cir **Category:** Siding
Date Created: 03/27/2024 **Date Completed:** **Vendor:** Critical Path Reconstruction Inc

Schedule Completion Date:

Description: CPR please check the siding, water is dripping from the corner of the roof to the window seal Please let me know if this can hold till siding repair

WO#: 1199257 **Status:** Open **Progress Code:** Pending Board Decision
Unit/Common Area: 812 Dunbarton Cir **Category:** Landscape
Date Created: 03/19/2024 **Date Completed:** **Vendor:**

Schedule Completion Date:

Description: From Resident: -Left of front sidewalk: Move existing Hydrangea now over shadowed by Japan-Aralia forward to get more sunlight. To allow for the hydrangea, move existing plants to left as necessary. Move one dwarf azalea to right of walk. Remove and discard all other existing dwarf azaleas. Replace with narrow stone border and/or mulch -Right of front sidewalk: Extend existing flower bed towards curb to accommodate planting of the azalea moved from left of walk. Extend flower bed to meet a newly installed decorative stone border along curb. Stone border to extend from front sidewalk to driveway and up driveway to garage. -Main area right of sidewalk: Remove all turf above stone border cover with mulch. Plant bushes as needed. Remove old and overgrown Japanese Privets from in front of fence and replace with small, attractive bushes and plants. Cover bare spots around existing trees with mulch and refresh existing mulch as necessary. Leave existing row of ivy in place. -Left of driveway: Extend new stone border from curb to garage

WO#: 1199256 **Status:** Open **Progress Code:** In-Progress



Work Orders Nepenthe Association

Unit/Common Area: 1217 Vanderbilt Way	Category: Landscape
Date Created: 03/19/2024	Date Completed:
	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:	
Description: From Resident: "Dear friends, Attached is a picture from our living room out our south-facing window. Please note that the shrubs block about two-thirds of the window. We are requesting that you arrange to have these shrubs trimmed, not only in front of the window but also about 3 feet to the right of the window. Please request that they be trimmed down to the top of the lower section of the window. Thank you. Jo Weber"	
WO#: 1199255	Status: Open
Unit/Common Area: 1461 University Ave	Category: Landscape
Date Created: 03/19/2024	Date Completed:
	Vendor: Nepenthe Grounds Committee
Schedule Completion Date:	
Description: From Resident: "Lawn in my front yard is on a slope and will not grow grass. Please try to put grass in the dirt area."	
WO#: 1198990	Status: Open
Unit/Common Area: Zone 4 Landscape	Category: Drainage
Date Created: 03/18/2024	Date Completed:
	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:	
Description: Board approved proposal for drain installation from down spouts in Zone 4. Dunbarton Circle: 304, 308, 502, 504 Project not to exceed \$10,900 as approved by the Board of Directors.	
WO#: 1198985	Status: Open
Unit/Common Area: Zone 4 Landscape	Category: Drainage
Date Created: 03/18/2024	Date Completed:
	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:	
Description: Board approved proposal for drain installation from down spouts in Zone 4. Dunbarton Circle: 102, 200, 202, 216 Project not to exceed \$10,900 as approved by the Board of Directors.	
WO#: 1198980	Status: Open
Unit/Common Area: Zone 4 Landscape	Category: Drainage
Date Created: 03/18/2024	Date Completed:
	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:	
Description: Board approved proposal for drain installation from down spouts in Zone 4. Dunbarton Circle: 108, 110, 114, 116, 118 Commons Dr: 1411 Project not to exceed \$19,620 as approved by the Board of Directors.	



Work Orders Nepenthe Association

WO#: 1198977	Status: Open	Progress Code: Scheduled	
Unit/Common Area: Zone 4 Landscape		Category: Landscape Replacement	
Date Created: 03/18/2024	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.	
Schedule Completion Date:			
Description: Board approved proposal for shrub removal/stump removal and remediation in the selected areas only at Zone 4. Dunbarton Circle: 300, 302, 304, 306, 500, 502, 504, 506, 508, 510, 512, 514, 516 Please note, these units are not scheduled for siding repairs until the first week of May. Please do not remove plantings too early. Thank you! Project not to exceed \$56,680 as approved by the Board of Directors.			
WO#: 1198974	Status: Open	Progress Code: Scheduled	
Unit/Common Area: Zone 4 Landscape		Category: Landscape Replacement	
Date Created: 03/18/2024	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.	
Schedule Completion Date:			
Description: Board approved proposal for shrub removal/stump removal and remediation in the selected areas only at Zone 4. Dunbarton Circle: 108, 110, 112, 114, 116, 118 Commons Dr: 1403, 1405, 1407, 1411 Please note, these units are not scheduled for siding repairs until the first week of May. Please do not remove plantings too early. Thank you! Project not to exceed \$52,320 as approved by the Board of Directors.			
WO#: 1198970	Status: Open	Progress Code: Scheduled	
Unit/Common Area: Zone 4 Landscape		Category: Landscape Replacement	
Date Created: 03/18/2024	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.	
Schedule Completion Date:			
Description: Board approved proposal for shrub removal/stump removal and remediation in the selected areas only at Zone 4. Dunbarton Circle: 100, 102,104, 106, 200, 202, 204, 206, 208, 210, 212, 214 216 Please note, these units are not scheduled for siding repairs until the first week of May. Please do not remove plantings too early. Thank you! Project not to exceed \$47,960 as approved by the Board of Directors.			
WO#: 1198744	Status: Open	Progress Code: In-Progress	
Unit/Common Area: 1009 Dunbarton Cir		Category: Tree Maintenance	
Date Created: 03/15/2024	Date Completed:	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.	
Schedule Completion Date:			
Description: From Resident: "This is the 2nd request for trimming a branch of a tree that is next to my patio, outside my fence. The branch is not a supporting limb. It extends into my patio and sheds leaves and ornamental fruit into my patio at a constant pace. It is quite messy and prevents my patio from ever looking tidy. The fruit is mashed into the stone each time I step out. I have seen trucks out trimming trees and wondered when it will get to my tree. Since I put in a request last fall with pictures. So please trim this branch before it begins to fruit."			
WO#: 1198742	Status: Open	Progress Code: Pending Board Decision	



Work Orders Nepenthe Association

Unit/Common Area: 609 Elmhurst Cir	Category: Landscape
Date Created: 03/15/2024	Date Completed:
	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:	
Description: From Resident: "There is an old tree growing immediately adjacent to my patio fence, and warping the main gate entrance to my home. It is becoming very difficult to open and close my gate because of the tilt from the tree roots. I request removal of this tree"	
WO#: 1198709	Status: Open
	Progress Code: Received
Unit/Common Area: 1012 Dunbarton Cir	Category: Landscape
Date Created: 03/15/2024	Date Completed:
	Vendor: Nepenthe Grounds Committee
Schedule Completion Date:	
Description: From Resident: "The landscapers removed 3 trees in the area between my home and the home next door. They planted 3 small ground cover size plants; then removed 2; now just 1 small plant remains (pic attached). Prox 3 months ago, I requested to Nirmal to plant a Japanese maple like the one planted and now removed from the front of 1018 dunbarton. I now again request that a Japanese maple be planted near my home"	
WO#: 1198707	Status: Open
	Progress Code: Received
Unit/Common Area: 102 Elmhurst Cir	Category: Irrigation
Date Created: 03/15/2024	Date Completed:
	Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:	
Description: From Resident: "There is a drain at the southeast corner of my front yard, and it is completely blocked with mud and debris. The result is a muddy slick on the path. When someone has a chance, could that be taken care of as well?"	
WO#: 1198695	Status: Open
	Progress Code: Received
Unit/Common Area: 2 COLBY Ct	Category: Landscape
Date Created: 03/15/2024	Date Completed:
	Vendor: Nepenthe Grounds Committee
Schedule Completion Date:	
Description: From Resident: "Request rock or planting along side fence, rock preferred please - no ivy please"	
WO#: 1198678	Status: Open
	Progress Code: Received
Unit/Common Area: 1182 Vanderbilt Way	Category: Landscape
Date Created: 03/15/2024	Date Completed:
	Vendor: Nepenthe Grounds Committee
Schedule Completion Date:	
Description: From Resident: "Front door area - no grass - they keep mowing over mud spots. Tree in front of home needs spray - bugs. Side of home no grass and there is one dead tree and a huge pine tree that needs trimming."	
WO#: 1198676	Status: Open
	Progress Code: Received



Work Orders Nepenthe Association

Unit/Common Area: 1182 Vanderbilt Way	Category: Landscape
Date Created: 03/15/2024	Date Completed:
	Vendor: Nepenthe Grounds Committee
Schedule Completion Date:	
Description: From Resident: "Second or third request. Please replace bush at my front door that someone took away. Since I am right on the street the area is barren from the street looking at the condos."	
WO#: 1198674	Status: Open
	Progress Code: Work to be Verified
Unit/Common Area: 1569 University Ave	Category: Landscape
Date Created: 03/15/2024	Date Completed:
	Vendor: Nepenthe Grounds Committee
Schedule Completion Date:	
Description: From Resident: "Replace plants on sides of walkway to front door with: Black stem pittosorum elfin (an evergreen bush that grows to 2' high and 2' wide) - this will be at our expense, no cost to Association"	
WO#: 1197473	Status: Open
	Progress Code: Request Sent
Unit/Common Area: 1390 Commons Dr	Category: Gutter
Date Created: 03/08/2024	Date Completed:
	Vendor: ADVANCED ROOF DESIGN INC
Schedule Completion Date:	
Description: ARD This unit had suffered from some storm damage to the gutter in the front right which we submitted WO #1911518. After speaking to ARD, the WO was completed as the gutter was repaired but the fascia is damaged. Please repair the fascia.	
WO#: 1197313	Status: Open
	Progress Code: In-Progress
Unit/Common Area: Cabana- Dunbarton	Category: Door
Date Created: 03/07/2024	Date Completed:
	Vendor: Critical Path Reconstruction Inc
Schedule Completion Date:	
Description: CPR Board has approved the proposal for Dunbarton Double Door NTE : \$31,661.64 at last night meeting. Thanks.	
WO#: 1197233	Status: Open
	Progress Code: Request Sent
Unit/Common Area: 814 Elmhurst Cir	Category: Installation
Date Created: 03/06/2024	Date Completed:
	Vendor: ADVANCED ROOF DESIGN INC
Schedule Completion Date:	
Description: ARD This unit is missing the front gutter, downspout and water diverter. Please install. Please call Jane at 606-267-5263 Thank you.	
WO#: 1195746	Status: Open
	Progress Code: In-Progress
Unit/Common Area: 709 Dunbarton Cir	Category: Landscaping
Date Created: 02/27/2024	Date Completed:
	Vendor: Nepenthe Grounds Committee
Schedule Completion Date:	



Work Orders Nepenthe Association

Description: After removal of fallen and damaged deodar cedars on the east side of our house in August last year, the bare slope was planted with 9 English laurels. The flat area below, which was scraped clean during the removal operation, a line of euonymus bushes replaced the ivy and spotty grass and tree roots that had existed there for years. This work has created 4 problems: 1) drainage to a nearby sump grate was interrupted and much water and leaves and mud flow around the drain and into the alley. 2) a damaged birch tree had not yet been removed so a gap was left on the line of euonymus which had not yet been completed since the birch was removed. 3) a tiny little rose was placed outside our window to replace a kangaroo paw bush and looks out of place there. and 4) we still have piles of broken branches in the same spot which have not been cleaned up. I have photos, but a trip out here would be more useful to understand. I have been cleanin =up these piles a little each week in our organics wasted bin. Lastly could you please tell us if the two remaining, leaning and damaged cedars are slated for removal? Jae messaged Paul about this but we never heard and are wondering if that is a reason for delaying the completion of the project.

WO#: 1194463	Status: Open	Progress Code: Pending Board Decision
Unit/Common Area: Cabana- Dunbarton	Category: Fences	
Date Created: 02/21/2024	Date Completed:	Vendor: JAMES E. WILLIAMS & SON INC.
Schedule Completion Date:		

Description: JWS Please provide the proposal for Dunbarton Cabana fence. There are bricks on one side that need to be removed. Please provide options for more secure fence so on one can climb and get into pool area. Thanks

WO#: 1187494	Status: Open	Progress Code: Pending Proposal
Unit/Common Area: 2315 Swarthmore Dr	Category: Siding	
Date Created: 01/12/2024	Date Completed:	Vendor: Critical Path Reconstruction Inc
Schedule Completion Date:		

Description: Mike Can you inspect the siding of this house and determine whether it can wait until phase 3 or if something needs to be done sooner. Please call the homeowner Nancy listed above. Thank you,

WO#: 1147579	Status: Open	Progress Code: Request Sent
Unit/Common Area: 4 Colby Ct	Category: Landscape	
Date Created: 06/21/2023	Date Completed:	Vendor: Nepenthe Grounds Committee
Schedule Completion Date:		

Description: Replace dead lawn around and in front of my home Workorder was closed but we have no recommendation or detail. H/O wants a status update. This has to wait until further discussion, no ground covers are being approved as of yet---per christina--10/18/24

Management Report - 05.01.24.docx

Management Report

Board Meeting Date: May 1, 2024

Nicole Marks, General Manager

- **Dumpster Delivery:** On May 9, 2024, Republic Waste will be dropping a total of four (4) large dumpster containers, two (2) each for Elmhurst Circle and Dunbarton Circle residents, to use for that much needed spring cleaning! Please be courteous when disposing of items in the container – Make sure that ALL items you are disposing of make it into the container. No one wants to see random items / trash left in the Common Area that did not make it to the container. The containers will remain until Monday, May 13, 2024 when Republic will return to remove all 4 from the community. Start collecting your unwanted items so you don't miss this opportunity!
- **Heated Pools Open:** The pools are heated now as of April 27th
- **Water Meter:** Kevin Gustorf from Wood Rodgers along with the City of Sacramento are working together on the water meter billing project. Over the course of the next 12 months, Nepenthe will receive informational billing. The utility bills for Nepenthe include informational billing for each master meter. During the 12 months of informational billing, homeowners will continue to receive monthly, flat-rate bills, which will need to be paid in full. After 12 months, the homeowner's association will be responsible for paying the metered-rate bill in full and flat-rate bills will no longer be provided.
- **Broadband Agreements:** Nepenthe currently has a retail agreement with Broadband Agreements. However, the Association is looking into more possible savings for the residents of Nepenthe when it comes to their cable and internet services. The Board along with Management is currently working to obtain proposals for retail agreements and/or bulk options for the residents. Stay tuned for more updates on this topic.
- **Ballots:** As many of you know, the ballots were not printed correctly and ultimately has caused a lot of confusion in the community. It is in the best interest of the community to re-send out the ballots and push back the annual meeting date by one week. The Annual Meeting date has been changed; the meeting is now scheduled for: **May 29, 2024 at 5pm**. Please throw away the first ballot received; you will be receiving a new ballot next week. If you have already submitted your ballot to the office, it will be discarded, and you are instructed to complete the new ballot that will be mailed. Your original ballot will not be counted.
- **Website Redesign:** Management is currently in the process of redesigning the Nepenthe HOA website. The new website will be easier to navigate and more visually appealing. If you have any feedback or ideas you would like to share, please feel free to reach out.

Committee-App_Conflict-of-Interest_.pdf



Nepenthe Committee / Volunteer Application with Conflict of Interest Policy Acknowledgement

Contact Information:

Date:

Name:

Address:

Committee applying for:

Phone Number:

E-Mail Address:

Contributions:

How would you like to contribute to this committee?

Committees

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

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

Volunteer Only:

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

Other ways I would like to volunteer are:

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

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

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

NEPENTHE HOMEOWNERS ASSOCIATION CONFLICT OF INTEREST POLICY

It is in the best interest of Nepenthe Homeowners Association (“Nepenthe”) to have its Directors, Officers, and Management Company be aware of and properly address all possible conflicts of interest. This Conflict of Interest Policy (“Policy”) is designed to help Board members, officers, committee members, volunteers and Management company employees who have regulatory duties or are in a position to make decisions affecting Nepenthe to identify situations that present possible conflicts of interest and to provide Nepenthe with a procedure whereby such potential conflicts may be reviewed by the Board or an independent third person(s) when necessary. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations. Nothing contained in this policy shall prevent Nepenthe from contracting with or engaging the services of a person or a legally recognized organization (herein “Entity”) with a conflict of interest so long as full disclosure of such conflict is obtained prior to such contract or service.

1. Definitions

- a. A “Conflict of Interest” is any circumstance described in Section 2 of this Policy.
- b. An “Interested Person” is any person serving as an officer, member of the Board of Directors, staff or volunteer or Nepenthe, a management company engaged by Nepenthe including its officers, directors or staff, or anyone else who is in a position of control over Nepenthe who has a financial interest in a Contract or Transaction as defined in paragraph 1.e.
- c. A “Family Member” is a spouse, parent, child or spouse of a child, brother, sister, or spouse of a brother or sister, of an Interested Person.
- d. A “Material Financial Interest” is a financial interest of any kind, which, in view of all the circumstances, is substantial enough that it would, or reasonably could, affect an Interested Person’s or Family Member’s judgment with respect to transactions to which the entity is a party.
- e. A “Contract of Transaction” is any agreement or relationship involving the sale, purchase or provision of property, real or personal, goods, services, the providing or receipt of a loan or grant, the establishment of any other type of financial relationship, the execution

of a contract, or the exercise of control over any person or any organization to or from Nepenthe. The making of a gift to Nepenthe is not a Contract or Transaction.

- f. A “Gift, Gratuity or Entertainment” from or to individuals or entities occurs when the person receiving or providing the gift/gratuity or entertainment/favor does so under circumstances where it might be inferred that such action was intended to influence or possibly would influence the Interested Person in the performance of his or her duties. This does not preclude the acceptance of items or nominal or insignificant value or entertainment of nominal or insignificant value which are not related to any particular transaction or activity of Nepenthe.
- g. “Other Situations”. Any situation that may create the appearance of a conflict, or present a duality of interests in connection with an Interested Person who has influence over the activities or finances of Nepenthe. All such circumstances should be disclosed to the Board and management’s staff, as appropriate, and a decision made as to what course of action the organization or individuals should take so that the best interests of Nepenthe are not compromised by the personal interests of an Interested Person.

2. An Interested Person has or may have a Conflict of Interest if

- a. A Director, Officer, staff member, employee or an unpaid person or entity, (herein “Volunteer”) representing Nepenthe or any management company engaged by Nepenthe including a board member, partner, or person with a financial interest (or family member of any of the foregoing) is a party to a contract, or involved in negotiating a contract or any transaction with Nepenthe for the purchase or sale of property, real or personal, goods, services or improvements to Nepenthe property.
- b. A Director, Officer, staff member, employee or volunteer, (or a family member of any of the foregoing) or any management company including a board member, partner, or person with a financial interest (or family member or any of the foregoing) engaged by Nepenthe has a financial interest in a transaction between Nepenthe and an entity in which the director, officer, staff member or volunteer, or a family member of the foregoing, is a director, officer, agent, partner, associate, employee, trustee, personal representative, receiver, guardian, custodian, shareholder, or other legal representative.
- c. A Director, Officer, staff member, employee or volunteer, (or a family member* of the foregoing) is engaged in some capacity or has a material financial interest in a business or enterprise that competes with Nepenthe.

3. Procedures for Disclosure of Conflicts of Potential Conflicts

- a. Prior to Board or Committee action on a Contract or Transaction involving a Conflict of Interest, an Interested Person having a Conflict of Interest and who is in attendance at the meeting shall disclose all facts material to the Conflict of Interest. Such disclosure shall be reflected in the minutes of the meeting. If Board members are aware that an Interested Person has a conflict of interest, relevant facts should be disclosed by the Board member or by the Interested Person him/herself either in writing or orally before the Board for purposes of disclosure.
- b. A Director or committee member who plans not to attend a meeting at which he or she has reason to believe that the Board or committee will act on a matter in which the person has a Conflict of Interest shall disclose in writing to the President and Board members prior to the meeting all facts material to the Conflict of Interest. The President shall report the disclosure at the meeting and the disclosure shall be reflected in the minutes of the meeting.
- c. An Interested Person who has a Conflict of Interest shall not participate in or be permitted to hear the Board's or committee's discussion of the matter except to disclose material facts and to respond to questions. Such person shall not attempt to exert his or her personal influence with respect to the matter, either at or outside the meeting.
- d. An Interested Person who has a Conflict of Interest with respect to a Contract or Transaction that will be voted on at a meeting shall not be counted in determining the presence of a quorum for purposes of the vote.
- e. No Interested Person having a Conflict of Interest may vote on the Contract or Transaction and shall not be present in the meeting room when the vote is taken, unless the vote is by secret ballot. Such person's ineligibility to vote shall be reflected in the minutes of the meeting.

*spouse, child, spouse's child, daughter-in-law, son-in-law, brother, sister, mother, father, grandparents, grandchild, step-brother, step-sister, step-parents, parents-in-law, brother-in-law, sister-in-law, aunt, uncle, niece, nephew, guardian, ward domestic partner.

- f. Interested Persons who are not members of the Board of Directors of Nepenthe or who have a Conflict of Interest with respect to a Contract or Transaction that is not the subject of Board or committee action, shall disclose to President or the President's designee any Conflict of Interest that such Interested Person has with respect to a Contract of Transaction. Such disclosure shall be made orally and followed in writing as soon as the Conflict of Interest is known to the Interested Person. The Interested Person shall refrain from any action that may affect Nepenthe's participation in such Contract of Transaction.
- g. In the event it is not entirely clear that a Conflict of Interest exists, any individual with a potential Conflict of Interest shall disclose the circumstances to the President or his/her designee, who shall determine whether full board discussion is warranted or whether there exists a Conflict of Interest that is subject to this policy.

4. Confidentiality

- a. Each director, officer, employee, volunteer and management company staff member and employee shall exercise care not to disclose confidential information acquired in connection with disclosures of Conflicts of Interest or potential conflicts, which might be adverse to the interests of Nepenthe. Furthermore, directors, officers, employees, volunteers and the management company shall not disclose or use any information relating to the business of Nepenthe to the detriment of Nepenthe or for their personal profit or advantage or the personal profit or advantage of their Family Member(s).

5. Administration of Policy – Each Board member, staff, volunteer, and employees of the management company shall be provided with and asked to review a copy of this Policy and to acknowledge in writing that he or she has done so.

- a. Annually, each director, officer, employee, volunteer and employees of the management company shall complete a disclosure form identifying any relationships, positions or circumstances in which her ore she is involved that he or she believes could contribute to a Conflict of Interest.
- b. This policy shall be reviewed annually by the Board of Directors. Any changes to the policy shall be communicated to all staff and volunteers and the management company.

c. A copy of such written acknowledgement shall be maintained in the Nepenthe offices and delivered electronically to the President.

6. **Acknowledgement of Conflict of Interest Policy** – Each applicant will be required to initial their application in the appropriate location acknowledging that he or she has read the Nepenthe Conflict of Interest Policy, has had an opportunity to ask any questions that he or she may have about the policy, and understands and agrees to comply with the policy.

2024-04-11 ARC Minutes.docx

NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES
Thursday, April 11, 2024

April 11, 2024, Thursday, at 5:30 pm, conducted in person only.

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

Members absent: Lee Blachowicz (on leave).

Also present: Markus Dascher, Board Liaison; Edward Condon and Norman Lorenz

Meeting was convened at 5:35 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. **1396 Commons Drive** – Patio hardscape replacement is requested in this 7000F model. The original aggregate concrete patio is to be replaced with pavers in Antiqued Flat Top style in Gray Charcoal Tan color laid in a herringbone pattern utilizing the Permalast Layered Install System which is comprised of four layers. The contractor is to be System Pavers of Santa Ana. Within the backyard the pavers comprising the walkway will extend to the backyard gate. As for drainage, the contractor states in the diagram that the paving system will provide a 2% grade to the west, to the direction of the alley and common areas. Also requested was the installation of a buried downspout extension running south under the fence, perpendicular to the exterior wall and the fence, emerging into the common area. However, the recommendation of the Grounds Committee, following consultation, is not to allow such a straight buried downspout extension because there is not a suitable location for the drain to emerge in the area. The homeowner withdrew this downspout extension request from this application. Voting occurred at the March 22, 2024 meeting. **Approval Recommended.**
2. **814 Elmhurst Circle** – Replacement of patio hardscape in both the small, rear and the entrance patios for this 2300 model. Trees stumps and old concrete will be removed, and new concrete laid. The contract states that all new concrete will slope away from the house at 1% to 2% slope. The entrance patio will have the concrete sloped so that rainwater is directed out to the sides towards the common areas and not directly toward the neighboring house, 812 Elmhurst. The contractor is to be Sanders Concrete Construction. Voting conducted by email. **Approval Recommended.**
3. **302 Elmhurst Circle** – Windows replacement is requested in this 5500A model for only two windows to correct two replacement windows that have failed. In July, 2013, the ARC recommended approval for replacing all windows and patio glass doors with the American Craftsman brand installed by Luxem. Now the

external finish on the two upstairs windows in the master bedroom (rear façade) has failed and faded and the windows will not close nor lock.

Our windows criteria call for the same brand and model of replacement window to be used, when feasible. However, the American Craftsman brand is no longer available.

This situation has occurred before: In August, 2021 there was an application at 2304 American River Drive to combine replaced American Craftsman windows with new second-story replacement windows using Simonton DaylightMax dual-paned windows in the “Bronze” exterior color. The contractor was to be C.E.C.S. with Gary Lee.

For this 302 Elmhurst application, as stated above, only two sliding windows are to be replaced with Simonton Daylight Max windows, with the exterior color being Simonton’s “Bronze” via a retrofit installation. The two windows are the second-story master bedroom windows that face the patio. The configuration of the windows is not to change. These windows have limited visibility from the common area. The contractor is to be C.E.C.S. with Gary Lee. Mr. Lee has stated that the Simonton windows are an acceptable “match” with the existing American Craftsman brand windows in the rest of the residence. **Approval Recommended.**

4. **1425 Commons Drive** – Install new patio hardscape in this 5500A model. Requested is the removal of the existing brick patio and construction of 460 sq. ft. of new patio and walkway, consisting of laid concrete with rebar. The new patio will achieve the required 1 to 2 % slope to drain rainwater toward the alley and common area. There are currently two downspouts in the patio area that feed into drains that feed buried extensions that flow and empty into a single outlet the common area outside the backyard gate. These buried extensions are expected to remain in place. The contractor is to be David Morris Concrete Construction, of Rocklin. Voting occurred via email. **Approval Recommended.**

5. **1071 Vanderbilt Way** – In this 7000F model, requested is the installation of a pair of casement windows and a half wall below to replace a pair of French doors in the kitchen. These windows have limited visibility from the common area. Only the top few inches of these windows are visible over the top of the backyard fence from the common area. The reasons for the choice of casement windows, normally prohibited, are first to match existing casement windows in the dining room that also face the backyard, and second, that the outward-opening casement windows will have the same appearance and configuration as do the existing outward-opening French doors. The product used is to be Simonton Daylight Max windows, with the exterior color being Simonton’s “Bronze” via a retrofit installation. The contractor is to be C.E.C.S. with Gary Lee. The homeowners have been made aware that Nepenthe is no longer using T1-11 for siding but DuraTemp, and Nepenthe has a sufficient source. **Approval Recommended.**

6. **1333 Commons Drive** – HVAC replacement in this 2300 model. An American Standard split hybrid dual fuel (heat pump and furnace and coil) system is to be installed, consisting of a Gold 16 2-stage heat pump, indoor cooling coil, and variable speed 80% gas furnace. The outdoor compressor will be placed in the same location as the previous one, and no new wiring or refrigerant lines are called for. Voting occurred via email on April 17-19. **Approval Recommended.**

B.2.A. Homeowner Requests Approved via Emergency Approvals: none.

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

C. Old Business: none.

D. New Business:

The updates to the HVAC Questionnaire and the criteria for Security Cameras were incorporated into the new “Rules” and submitted to the Board.

E. Estoppel Inspections: Several have been performed.

F. Notices of Completion: Several were signed.

Meeting was adjourned at 5:55 pm.

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

Minutes, 04-10-24 Outreach Committee Meeting (pdf).pdf

Nepenthe Outreach Committee Meeting Minutes
April 10, 2024
4:00PM
Nepenthe Clubhouse

Present:

Marcy Best, Chair
Ann Bennett
Jan Beale
Yvonne DelBiaggio
Carol Duke
Pat Furukawa
Gerry Gelfand
Tonae Hasik
Bonnie Jacobson
Theresa McCrackin
Marie-Louise Nelson Graves
Cheryl Nelson, Board Liaison

Not Present:

Joan Barrett
Nancy Arndorfer

Guest:

Karen Lowrey

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

The minutes for the March 13, 2024 meeting were not addressed.

Old Business

Marcy announced that Committee member, Hallie Henle, and her husband, Bill, will be moving from Nepenthe. Their kindness and expertise have made our community a better place to live. They will be mightily missed.

Newcomers - Carol has assumed the responsibility, formerly performed by Hallie, of providing newcomers with welcoming packets.

The most recent new residents are:
Michael Navarro – 1551 University Avenue
Sanaldo Carvalho – 408 Elmhurst Circle

Treasurer's Report & Committee Finances - Marcy informed Committee members that the Outreach Committee receives a monthly allotment of \$100 for its activities. The amount currently in that fund is \$632. We have \$432 in cash and another \$200 in cash, making the balance \$1264.

Theresa asked if receipts for the Holiday Party had been tallied yet. **Marcy** explained that they hadn't, but she felt that the Holiday Party expenses may have been

\$250. **Karen** informed us that she had taken event notes from which we could probably make a more precise accounting.

Theresa asked about the status of a decision to contribute Committee funds toward the upkeep of the children's park in Campus Commons. Marcy recommended that we wait to contribute until our committee's account balance reaches, maybe, \$2500.

Ann felt that during our monthly meetings, we should report event expenses that have been incurred since the previous meeting. Those reports, recorded in the Minutes, could serve to improve our financial records. She agreed with Marcy that we should have a comfortable amount in our accounts before contributing to projects outside of our sponsored activities.

New Business

Fourth of July Activities - Since Hallie will be moving from Nepenthe and Theresa needs to step down from her co-chair position for the Fourth of July event, leadership positions needed to be reassigned. **Jan, Bonnie, Ann, Cheryl,** and **Marcy** volunteered to lead.

Marcy informed us that we have all the decorations we will need for the celebration. **Jan** reminded us that she will direct parade traffic.

Candidate Forum - **Karen** gave a summary of the Forum program and asked for volunteers for the event. The following people will serve:

Pat, Marie Louise, Yvonne - Microphones and Card Collectors

Theresa – Timekeeper

Gerry and Jan – Sign-In Area and Kitchen

Marcy and Karen – Question transcription in the library

Jay and Nirmal - Technical and General Support

It was decided that name tags would be useful. Additional volunteers will be needed to set up tables and chairs.

Spring Egg Hunt - About 40 children participated, despite the rain.

The bunny costume, purchased with Campus Commons funds, was used to great effect. It will be stored for future events with the other Spring Egg Hunt supplies.

Tonae had two suggestions to improve future egg hunts:

- 1) Designate more clearly the starting point for the hunt.
- 2) Have two tables for the two different age groups.

Plastic eggs that held the candy were returned to organizers for use in future hunts. **Bonnie** felt that many children would like to have kept the plastic eggs, at least for a while. **Cheryl** suggested that next year there be a recycling box in the Nepenthe Clubhouse for people to return used plastic eggs when they were no longer needed.

Tonae encouraged the Committee to consider future collaborations with Campus Commons, as was done for the Spring Egg Hunt.

New Club at Campus Commons - **Tonae** announced that a fine arts club was being formed at Campus Commons. It will include oils, acrylics, watercolor, and photography. She explained that it's a club, not a come-and-paint group. The organizers encourage Nepenthe residents to join. Details about the activities of the group are still to be determined, but there is talk of a future art show.

Bunco - We will have our second Bunco gathering on April 18, with plans to have future gatherings once every other month. For the April 18 game, **Marcy** will provide the prizes and publicity signs. She will also purchase a Bunco banner for the future to be used outside the Clubhouse. **Cheryl** suggested that we have traveling Bunco awards, such as little trophy cups.

October Community Forum - Committee members reviewed a draft plan for the October Community Forum and gave their input. After their suggestions, the outline for the Forum looked like this:

- How to Navigate the New Nepenthe Website
- Q & A Session #1,
- A Review of Community Activities
- Q & A Session #2
- Time to Mingle and Ask Questions of Board Members and Committee Representatives

With no further business, the meeting was adjourned at 5:00PM.

Respectfully submitted,
Theresa McCrackin, Secretary in Joan Barrett's absence

Information to the Board

There is no information to the Board.

Requests for Board Action

There are no requests for Board action.

Next Outreach Committee Meeting:
Wednesday, May 8, 2024
Nepenthe Clubhouse at 4:00PM

1. Jerry Dunn.pdf

Jerry D. Dunn
716 Elmhurst Circle
Sacramento, Ca. 95825

03/25/2024

Nepenthe HOA - Board of Directors
1131 Commons Dr.
Sacramento, Ca. 95825

Re: Mulch vs Rock & Gravel at 328, 501 – 505 Elmhurst Circle

While I like the appearance of the new rock and gravel at the above cited locations, I did some research and discovered rock and gravel is the worst material you can use as a decorative mulch. It's also a bad idea from a cost / benefit analysis.

Instead of conserving moisture, it heats up the soil, making tree roots thirsty and stressed. In addition, the weight slowly compacts the soil over time and provides no soil health benefits. This information comes from the Sacramento Tree Foundation and a copy is attached. It also does not prevent weeds from growing which means the likely need of using chemicals like Round Up.

Recycling Tree Mulch


After thinking about the above, I had to question why we didn't recycle our tree mulch. We have a huge abundance of materials from the trees and limbs that get removed. The natural wood chips from the trees are actually the best mulch for our landscaping and around our trees. In addition, the material would be free and save us thousands of dollars a year in landscaping costs. Bark could be used but bark contains a waxy material that doesn't break down as good as wood chips. It also discolors and has to be replaced every couple of years.

Finally, rock and gravel costs 3 to 5 times more than mulch to install and we would probably need to use more water rather than less to keep our trees and plants healthy. That's not good considering landscaping costs are already over budget and a hot topic with homeowners.

For the reasons stated above I would recommend using river rock only for areas needing drainage, not for decoration.

Thank you for your consideration and hope you read the attached article.

Respectfully,



Jerry D. Dunn

1 Attachment

Cc: Grounds Committee

* 328 ELMHURST
501 THROSO5 ELMHURST
(<https://sactree.org/>)
(ROCKS & GRAVE)

Mulch materials ranked from best to worst

by Stephanie Robinson

September 8, 2021

If you're mulching your trees, chances are you're hoping to give your trees a boost. Mulch can set the stage for healthy soil that in turn grows healthy trees, but some types of mulch can do more harm than good. Here's a ranking of different types of mulch, from best to worst.

BEST

Natural wood chips

Also known as arborist wood chips, this mulch is made of all parts of a tree – leaves, twigs, bark, and wood. When applied in a layer 4-6 inches thick, the uneven size of wood chips allow them to lock together and form a thick mat that blocks weeds, retains soil moisture, and insulates roots from extreme temperatures. It also improves soil over time – loosening compaction, feeding beneficial soil microbes, and providing nutrition for your tree. Bonus points if a 1-inch layer of compost is applied directly on top of soil underneath the wood chips!

OKAY

Shredded leaves, straw, lawn clippings, compost, etc.

Organic materials like leaves will break down over time, enriching the soil, encouraging a healthy soil microbiome, and feeding your tree. They are best when combined with heavier organic matter like wood chips. Only use weed-free sources.

Bark

Bags of bark you can buy from garden centers and landscaping suppliers include chunks of the tree's outer bark. This waxy, water resistant part of the tree does not break down as easily as wood chips, so it does not improve the soil as much. While bark does help conserve some moisture, it doesn't lock together to get the best water savings and weed prevention. If you prefer the look of bark, consider applying 3-4 inches of wood chips, then topping off with 1 inch of bark.

Cardboard

Sometimes used in a turf removal method called sheet mulching or lasagna mulching, thick mats of cardboard are layered with newspaper underneath wood chips to smother grass naturally. While the cardboard eventually breaks down to enrich the soil, it can prevent water from reaching tree roots. If using this method, choose cardboard that is unwaxed and free of plastic or staples. Be sure to thoroughly soak the soil before applying cardboard, and soak each layer of cardboard as well. Periodically check the soil underneath to ensure that water is still reaching the roots all around the tree's drip line.

NOT IDEAL

Grass

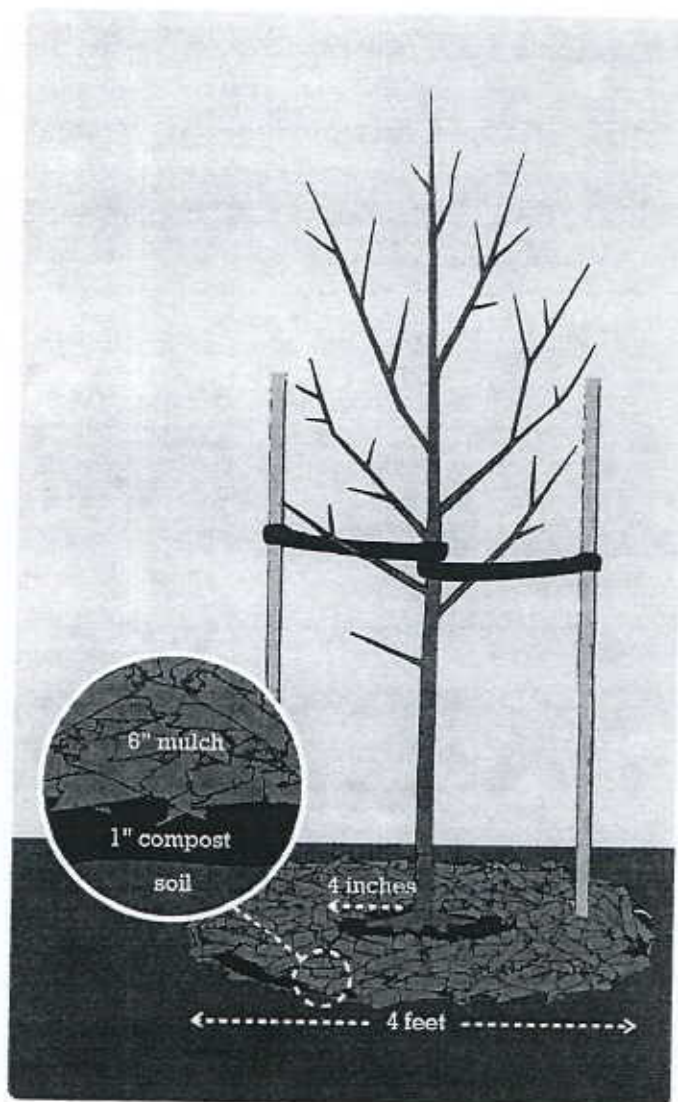
Grass competes with tree roots for water and nutrients, and it secretes chemicals that inhibit tree growth. Additionally, trees have different water requirements than grass, needing a slower and deeper soak (<https://sactree.org/tree-care-tips/how-to-water-trees/>) to grow strong and healthy (and some trees, like native trees that are adapted to dry summers, could be harmed by summer turf irrigation). If you want your young trees to grow fast, keep grass away from their root zones. Mature trees that have grown up surrounded by grass won't be harmed by it, but if you stop watering your lawn to conserve water, make sure you still occasionally deep water your trees.

Permeable landscape fabric

Landscape fabric that allows water to pass through can initially block some weeds and still allow water to reach tree roots. However, some weeds like nutsedge and Bermuda grass will grow directly through landscape fabric. And as leaves, mulch, dust, and other organic materials accumulate and break down on top of landscape fabric, weeds are able to germinate in this top layer anyway. Unfortunately for the tree that would benefit greatly from this organic matter, the fabric serves as a barrier that prevents nutrients from cycling back into the soil.

BAD

Artificial turf



Artificial turf is made of plastic, which can heat the soil, increase water needs of trees, and block organic matter from breaking down to feed the soil and tree roots.

WORST ✖

Rocks and gravel

Among the worst offenders for tree mulch are rocks and gravel. Instead of conserving moisture, they heat up the soil, making tree roots thirsty and stressed. Their weight slowly compacts soil over time, and they provide no soil health benefits.

Decomposed granite



DG is made of fine crushed granite and is a common material in many water wise landscapes and native plant gardens. While attractive, its installation typically requires compacting and/or grading the soil, which harms existing tree roots and provides poor soil conditions for new trees. Since it is made of rock, it increases summer soil temperatures, and unlike organic materials like wood chips, it provides no soil nutrition as it breaks down. Sometimes stabilizers are added to bind the material together and form a concrete-like surface, which makes it impossible for water to reach tree roots.

Plastic weed block

Similar to permeable landscape fabric but worse, plastic weed block prevents water from reaching tree roots.

Like the other worst mulch materials, it subjects tree roots to extreme heat and prevents nutrients from cycling back into the soil. And since organic matter breaks down on top of it, weed seeds easily germinate in the accumulated debris on top.

Rubber

Sometimes sold as bagged mulch, rubber provides no soil-building benefits and heats up root zones.

How to mulch your trees

Whichever type of mulch you use, keep in mind that even the best mulch can harm your tree if applied the wrong way. Add mulch in a fluffy donut shape around your tree 6 inches thick, and keep it 4 inches away from the trunk. For best results, expand the mulch outward as the tree grows to cover the area underneath the canopy.

Check out our mulch guide to learn more and find ways to get free wood chips (<https://sactree.org/tree-care-tips/how-to-mulch-trees/>).

← Trees do a body good (<https://sactree.org/trees-do-a-body-good/>)

Surprising ways trees affect our health → (<https://sactree.org/surprising-ways-trees-affect-our-health/>)

2. Kelly Cole.pdf

April 16, 2024

TO: Nepenthe Board

CC: First Service Residential, Nicole Marks

FROM: Kelly Cole, 700 Elmhurst Circle

RE: Committee Standards and Practices

I don't think I am alone in feeling frustrated when I feel my voice isn't being heard or my communication efforts are being muted or squashed. During our recent Candidate Forum, one of our incumbents acknowledged that Board Members are unable to address items not on the Board Agenda and suggested that the committee meetings are the best place to have discussions. I love that idea, but sadly for me it is not reality. The recent addition of member responses from Board meeting comments/questions as part of the Newsletter have been a great addition and I applaud this effort, but I am hoping we can do more.

In my personal experience, I have attended meetings where I was told I could only listen and that any questions or comments I had should be directed to the Board. So, I write a letter to the board, make a comment or present a question at the Board Meeting and prior to our new response process, never got an answer.

I have had others report that comments made in committees were not welcomed in a spirit of collaboration or community, their time for comment was limited and the Board liaison was dismissive. How are we ever to have a meaningful dialog when it frequently feels as if we are the enemy?

I recently had a question pertaining to my future fence replacement and I directed an email to the Architectural Review Committee (ARC). It seemed the logical thing to do since their contact information is printed in our Newsletter and they would be the entity to provide a recommendation to the Board to either approve or deny my request. Imagine my surprise when I received a call from the office answering part of my question. I was told that I should always contact the office as they are able to answer most questions. Unfortunately, to get an answer to the rest of my question, I was told to write to the Board who I assume may or may not consult with the ARC.

While I was happy to have an answer to at least part of my question, it is situations like this that confound me. In the few times I have had issues, everyone I have dealt with has been kind and professional even if I've been huffy and frustrated, but I have been left with the feeling of being given the 'runaround' or that I have no recourse to accomplish anything. We are unable to get answers to items not on the agenda at Board meetings, we may or may not have the ability to speak during committee meetings and even given contact information, we are not to directly contact committees.

I hope I have been successful in conveying just how frustrating and confusing this all is. If I am feeling this way, I can't help but think that others may be experiencing the same thing. I was very happy when our incumbent Board member mentioned that committee meetings provide us the opportunity for actual dialog. However, I am not convinced that this message rings true throughout our community. Our Bylaws indicate that committees shall develop Standards and Practices to define categorical

responsibilities. Also indicated in our Bylaws, 'the chairpersons of the Architectural, Finance and Grounds Committee shall report the activities of their respective committees at the regular Monthly meeting of the Board of Directors unless none of the committee's activities of the prior month require Board approval as determined by the Board'.

Nowhere on our community website can I find the individual committee 'Standards and Practices'. Based on the above Bylaw statements, it does not appear to address any expectations of member interactions. Only on the Grounds Committee page did I find a communication flow chart and there was nothing about members, only Board and committee members. Can we please have these posted? I would like the opportunity to review these. It would be nice to be able to have something in writing guaranteeing a member's right to communicate and have meaningful dialog in a civil setting.

To say that I appreciate the efforts of Board members and those volunteering for Committees is an understatement! I have no doubt that they spend much more time than they anticipated when they stepped up to do this. That said, we need to do better in providing open communication for all our community members. Being more open and responsive during our Committee meetings would go a long way in accomplishing this goal, but we need to clarify and improve the process.

Thank you for your consideration.

Regards,

Kelly Cole

2A. Kelly Cole.pdf

April 16, 2024

TO: Nepenthe Board
CC: First Service Residential, Nicole Marks
FROM: Kelly Cole, 700 Elmhurst Circle
RE: Landscape Remediation Project, pt. 2

On December 4, 2023, I wrote a letter to the Board. This letter was included as part of the January 2024 Board Packet. A response from the Board was included as part of the January Newsletter in the form of Board Responses. I am writing today to gain additional information as the response I received did not adequately address my questions and concerns. Below are my additional comments and questions:

In my original letter, I expressed my dismay in having so many viable shrubs removed in a time of higher than anticipated expenditures due to the siding and fencing repair/replacement project. In your January Board Response, you indicated "From prior siding work performed, the Board had learned having clear access to the siding and fencing was essential." Your reply included a comment regarding the potential for future water and maintenance savings. Additionally, it was mentioned in the recent candidate forum by an incumbent (and I paraphrase here) 'that the required space needed has gone from 18" to 24" in order to preserve the siding.' So I could better understand where this was coming from, I listened to the January 3 Board Meeting recording, particularly the comments by Paul Reeves. A paraphrased quote from Paul, "Please, if you can, allow 18-24" between shrubs and the siding." His recommendation for this is to eliminate sprinkler water from hitting the siding and to eliminate the build-up of debris caused by dense shrubs which in turn cause moisture accumulation leading to dry rot and pest problems. This makes sense however, I should note that there is a difference in "essential" and, "if you can".

We have already gone to the trouble and expense of installing drip lines for the shrubs planted near our homes/common areas thereby eliminating sprinkler over-spray. It would seem to me that this is an issue to be discussed with Carson to ensure they are not overwatering.

If debris accumulation is such a problem, Carson should be doing a better job of removing debris from against homes and fences. The few shrubs that pose a problem could be removed or thinned out.

So, my questions remain: Why are we continuing rip out plants that are being watered by drip line and cause no issue due to over-spray by sprinklers? Why are we continuing this excessive stripping of plants when not all pose a problem? Why are we spending money for more plants when we are massively over budget in our siding/fencing project, and we have no clear answer as to how much potable water we will have available for our common areas?

New plants, even drought tolerant ones, require additional water until they are established. We may need landscaping funds available to re-work more critical portions of our common areas affected by the

loss of potable water. Until we have more definitive information on the availability of potable water, it is my strong opinion that we should not be spending money on new plants.

It is mind boggling to me that you could possibly think that it is more cost effective to continue this practice of paying for the labor to strip away complete blocks of plants, buying new ones and paying the labor cost for replanting, than it would be to pay Carson a little more to do a better job of cleaning. Plants that pose a problem should be removed and not replaced until it is fiscally appropriate to do so. I love our beautiful grounds as much as anyone, but we need to face the harsh reality that in this time of climate change and uncertain availability of water, we may need to make some hard, unpopular choices. Letting go of problem shrubs and not replacing them may be a good place to start. So, your reply to me saying the decisions were made to achieve goals such as water savings and reduced maintenance costs is an arbitrary one in that we cannot know what our water situation will be (and we haven't even started metered billing yet). I understand that the Board is trying to be very conservative in protecting our homes moving forward, but I will go on record to say that I think you have lost sight of the financial big picture here and I would urge you to please stop this reckless spending on this 'strip and replace' landscape remediation project.

Respectfully,

Kelly Cole

3. Alan Watters.docx

April 25, 2024

To the Nepenthe Board of Directors

Subject: Praise for Admin. Asst. Julienna Michel

Dear Sirs and Madams:

I wish to share my experience with Admin. Asst. Julienna “Jay” Michel.

Lately I have been phoning the Nepenthe office daily with questions about architectural matters, so I have been talking to Jay once a day or so. I find her unfailingly helpful and cooperative. She is bright and quick to grasp matters, which are complex in a homeowners association as big and complicated as Nepenthe.

In my experience Jay manages to be always cheerful and friendly, lending a welcoming air to our office operations.

Thus, I find Jay quite an asset to Nepenthe’s management operation and hope she can remain with us for a long time to come.

Sincerely yours,

Alan T. Watters

1149 Vanderbilt Way

4. Marty and Sue Henderson.pdf

Board of Directors
Nepenthe Association

April 24, 2024

Shocked, in disbelief, and angry. These are just some of the feelings we have about the landscape massacre in front of our house. On April 22nd, my wife called me, upset. I couldn't imagine it being nearly as bad as she described until I got home. There were 17 shrubs removed from our front yard. Among those was a mature camelia bush. It was the only color we had. To the left of our front door and around the corner of the building was a row of shrubs that provided privacy and offset the muted brick color that surrounds that portion of the building. We know this is called common area, yet it is also the entrance to the home we love.

Why didn't management or the Board notify us that this was going to happen? At least to give us a chance to ask questions and be prepared. Where's the transparency that the Board members keep talking about?

My wife and I drove around Dunbarton and noticed that the contractors were finishing a fence at 516 Dunbarton. One worker was putting the finishing touches on a fence that was lined with shrubs on both sides of the fence. We checked out all the fence and siding work in Zone 3 & 4 and didn't see any landscape disturbance that matched the severity around our home.

What is the reasoning behind this action? Our property has a slope along the fence line. The shrubs have been cut back away from the fence and spaced so that it would not handicap the fencing crew. Is saving time and money removing viable healthy plants going to outweigh the cost of relandscaping this extensive area?

It looks to us that it will be 2 to 3 months before the contractors reach our home for siding and fence repairs. This means that we must live with this barren scene throughout the summer. We are concerned that any landscape remediation after the repairs are completed may cause damage to the new fencing. We would like all the shrub roots to be removed and the Netafim drip irrigation to be repaired prior to any fencing work. Our fence takes a severe beating from the sun all year long. It will be especially true with the new replacement fencing. This will require shrubbery for looks and protection.

We know that we are not the only ones voicing a complaint. We are seriously questioning the fiscal competence of the Board members making these types of decisions. What about our ever-increasing HOA dues increases?



Marty & Sue Henderson
216 Dunbarton Circle



216 Dunbarton Circle



216 Dunbarton Circle



216 Dunbarton Circle



216 Dunbarton Circle



216 Dunbarton Circle

HO Meeting Response APRIL 2024.pdf

RESPONSES TO APRIL 2024 OPEN MEETING COMMENTS and CORRESPONDENCE

Please note these responses will always be attached to packets for Open Board meetings following the meeting where the comment was made and will also be published with the monthly newsletter. As time, quantity of homeowner comments, and level of research necessary to prepare full and accurate responses permits, these responses may also be emailed mid-month after the meeting date mentioned in the heading.

HOMEOWNER FORUM

1. Paula Connors, homeowner: At the last Grounds Committee meeting the meeting date for April was changed to April 29 due to the Chair's schedule. With the resignation of the Chair, will the date remain April 29?

Subject: Grounds Committee Temporary Meeting Date Change

Board Response: In direct response (during the open meeting), Director George confirmed the date of the meeting will remain April 29.

2. Ricardo Pineda, homeowner: He suggests that the second round of gutter cleaning should be in February rather than March.

Subject: Gutter Cleaning Schedule

Board Response: Director Dascher responded that both the gutter contractor and landscape company work together to set a schedule for cleaning. The Board appreciates this recommendation.

3. Ashley Tangeraas, homeowner: (chat message read by Nicole Marks, General Manager): First off, I want to thank Bill Henle for his service. I know he really tried to fix a lot of things and although he took responsibility for the mistake in the reserves, I think the mistake was keeping everything behind closed doors and not including homeowners in the process. I am also sorry to see that Linda Cook resigned from Grounds. I want to comment on a few things in the board packet. First off, some of the plants in front of John Apostolo look half dead and the response from the Board on that matter was weak. Carson should go back and fix it. Also, the letter from Nina White. I understand that a lot of the tree work was done, but the conveniently left out the \$200,560 where those new plants weren't planted until February, I think it was. We could have earned 5% interest on that money had we not paid it in 2023 before the work was done. I do not know what's going on with the accounting gymnastics, but I'm surprised this happened. However, I do believe they earned a progress payment.

Subject: Appreciation for Henle and Cook; Reserve Study; Payment to Carson

Board Response:

Regarding comment about reserves:

Although it is unclear from this statement what reserve mistake is being referenced, we assume Ms. Tangeraas is concerned about the low estimates of 2023 siding expenses forwarded to Browning by First Service. Forwarding estimates of expenses is typically the responsibility of management with oversight by the Board. The Finance Committee examines the Reserve study once the Board has looked it over and before it is approved. Figures used in the study are provided by Nepenthe as estimates of costs with a standard rate of inflation included.

Regarding plants in front of John Apostolo (505 Elmhurst):

A review of 505 Elmhurst found all plants are healthy with one nandina shrub defoliating, which is normal.

Regarding invoicing before work is complete:

Each calendar year, the Browning reserve begins with the available balance, based upon bank records, from the previous year. We do make progress payments to vendors and usually pay the final charge at the conclusion of the work. However, due to the closing of the fiscal year and the weather delays encountered, the Board authorized a full payment to Carson so that the payment corresponded to the year the proposals were encumbered.

CORRESPONDENCE

1. Alice Suitt, homeowner: Requests that the Grounds committee reassess the landscaping performed during the tree removal remediation near her home. She is seeking greater visual protection from University Avenue, greater safety, and noise reduction.

Subject: Remediated Landscape

Board Response: Last year a cedar was removed at a neighboring house and the root damage required remediation to your residence. Because of your letter, the remediation was again reviewed. Our review shows there are 7 camellias planted alongside the fence. These will grow 6ft tall and 4ft wide and will provide an excellent screen. There are 16, 15-gallon sweet bay laurels planted which will grow to a height of 8ft. The 6 euonymus bushes planted in front of the sweet bay laurels will grow to a height of 3 to 4 feet. New plants will take time to grow to full size, but the plantings placed to remediate your area have been deemed to be sufficient, once grown, to resolve the issues you raise.



2. Bill White, homeowner: The area near 104 and 106 Elmhurst is bare. He is requesting an explanation of the issues involved with the area not being planted to conform with community standards.

Subject: Landscape Improvement

Board Response: In August 2022, remediation work was performed in this area. The site has large shade trees that severely limit the success of any plantings. The trees are healthy and beyond the circumference where Nepenthe can independently remove them. The work performed after that walk included: “removing every other privet and the sickly azalea to allow plants to attain a natural shape. Under trees, remove grass and lay humus for a clean and neat appearance”. This area was last reviewed on a zone walk on July 7, 2023. On that walk it was determined that no further remediation was required at 108 Elmhurst. The homeowner has submitted a Homeowner Landscape Request which will be scheduled for another review during a future zone walk.

3. Julie Lane, homeowner: This letter was received after a duplicate email was included in the February board packet with a written response provided in the March packet.

Subject: Homeowner Planting in Common Area

Board Response: From the February meeting with reply in the March packet – “Homeowners are not permitted to plant in common areas. We are treating your letter as a homeowner landscaping request and will forward it to the Grounds Committee for routine processing. The Zone Stewards will review the request and assign a priority ranking from the Grounds Committee Work Order Ranking Plan, approved in October 2022.”

The Grounds Committee will review the area during their zone walks. However, please note, section 5.1. of the CC&R section states “Only the Association may remove any vegetation from or plant any vegetation in the Common area”.

OpenSession_04032024_Minutes.pdf

NEPENTHE ASSOCIATION

Open Session

April 3, 2024 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

MINUTES

Directors Present

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

Directors Absent

None

Additional Attendees

Nicole Marks, CMCA, AMS - General Manager, FirstService Residential

I. CALL TO ORDER

The meeting was called to order at 6:01PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on April 3, 2024, 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 April 3, 2024 Executive Session:

- The Board approved the proposal from Mystery Machine in the amount of \$4,250 to update the community website
- The Board approved the proposals from Breault Asphalt Maintenance in the amount of \$132,875 to repair concrete trip hazards in Zones 1-4
- The Board approved the proposal Advanced Roof Design in the amount of \$117,600 to perform gutter/downspout cleaning in November 2024 and March 2025 in addition to minor roof repairs and inspections at those times.

III. REPORTS

A. CONSTRUCTION MANAGER'S REPORT

The Construction Report report from Paul Reeves was reviewed.

B. GENERAL MANAGER'S REPORT

The General Manager's report was reviewed and provided verbally by General Manager, Nicole Marks.

IV. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

Alan Waters provided a verbal update.

Resolved

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

Address	Improvement	Recommendation
1013 Dunbarton	Security Cameras	Approval
1015 Dunbarton	Window Replacement	Approval

Motion: CHERYL NELSON

Second: JACQUELYN GREBITUS

- ▶ **Resolved**
The motion passed unanimously

B. OUTREACH COMMITTEE

Marcy Best provided a verbal update. Easter Egg Hunt was a success despite the rain. Jazz by the Pool is coming up!

C. ILS COMMITTEE

Nancy Arndorfer provided a verbal update. The committee is hoping to coordinate a couple of homeowner forums regarding water resources in May and Flood Insurance in July. The Board requested more information regarding the forums. Ricardo will reach out to provide more information.

D. GROUNDS COMMITTEE

Christina George provided a verbal update.

Linda Cook has submitted her resignation from the Grounds Committee.

Resolved

The Board appoints Jim Shaw as interim chair of the Grounds Committee.

Motion: CHERYL NELSON

Second: MARKUS DASCHER TTEE

- ▶ **Resolved**
The motion passed unanimously

E. FINANCE COMMITTEE

Susan Timmer provided a verbal update and no questions were prompted by the Board regarding the minutes.

F. ELECTION/NOMINATING COMMITTEE

Karen Lowrey provided a verbal update. There will be 4 candidates in the election. Candidate forum is scheduled for April 13th.

V. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 04.03.24

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

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 03.06.24

The Board has provided written response to all the Homeowner Correspondence received for the March 6, 2024 Open Session Board Meeting.

VI. NEW BUSINESS

A. OPEN SESSION MINUTES - MARCH 6, 2024

Resolved

The Board approves the Open Session Minutes dated March 6, 2024 as presented.

Motion: CHERYL NELSON

Second: MARKUS DASCHER TTEE

▶ **Resolved**
The motion passed unanimously

B. FINANCIAL STATEMENT - FEBRUARY 2024

Resolved

The Board accepts the Association's income statement for February 2024 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 \$197,631.61 and year-to-date reserve funding of \$267,358.94 compared to the year-to-date reserve funding budget of \$395.128. The actual year-to-date operating expenses were \$416,862.33. The budgeted year-to-date operating expenses were \$344,370. The association has \$143,087.70 in operating funds, which represents 0.39 months of budgeted expenses and reserve contributions. The association has \$10,660,139.48 in reserve funds.

Motion: JACQUELYN GREBITUS

Second: CHERYL NELSON

▶ **Resolved**
The motion passed unanimously

C. 2023 TAXES & YEAR-END FINANCIAL REVIEW

Resolved

The Board approves the taxes and to send the 2022-2023 Annual Financial Review prepared by Levy, Erlanger & Company, LLP to the membership within 120 days of fiscal year end.

Motion: MARKUS DASCHER TTEE

Second: CHERYL NELSON

▶ **Resolved**
The motion passed unanimously

D. RESOLUTION TO RECORD LIEN

Background

WHEREAS, Section 5673 of the California Civil Code requires that, the decision to record a lien for delinquent assessments shall be made only by the Board of Directors of the association and may not be delegated to an agent of the association; and

WHEREAS, Section 5660 of the California Civil Code requires that a warning letter be sent by certified mail to the owner of record at least 30 days prior to recording a lien; and

WHEREAS, the Association has sent this letter and the 30 days has or will soon expire; and WHEREAS, as of the date of this report payment has not been received to pay the delinquent assessment amount on the properties listed below

Resolved

NOW THEREFORE BE IT RESOLVED that the Board of Directors approves by a majority vote of the board members present at a duly called open meeting for FirstService Residential to record a lien on the separate interests/accounts listed below on behalf of the association and to mail a copy of the recorded lien to all known owners and addresses once the 30 days has elapsed from the mailing of the warning letter and no payment has been received.

Date	Account No.	Total Amount Due	Approved	Denied
3/11/24	2079-04	\$2,083.91	X	
3/11/24	2356-01	\$2,994.24	X	

Motion: CHERYL NELSON
Second: JACQUELYN GREBITUS

► **Resolved**
The motion passed unanimously

VII. HOMEOWNER FORUM

Multiple Owners addressed the Board during Homeowner Forum. Cheryl has notated all the comments/questions and will draft the responses for the May 1st Open Session Board Meeting.

VIII. NEXT BOARD MEETING

The Association’s next open Board meeting will be held May 1, 2024, at 6:00 pm.

IX. ADJOURN

The meeting was adjourned at 6:39PM.

APPROVED

DATE

March 2024 - Financials for the Membership.pdf

NEPENTHE ASSOCIATION

CASH BASIS FINANCIAL STATEMENTS

FOR THE MONTH AND THREE MONTH(S) ENDED
MARCH 31, 2024

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:



FirstService
RESIDENTIAL

NEPENTHE ASSOCIATION
Financial Summary



Fiscal Year End: **December 31, 2024**

For the Month Ended: **March 31, 2024**

CASH SUMMARY

	<u>This month</u>	<u>Last Month</u>	<u>Change in Cash</u>	
Operating cash	152,964.43	143,087.70	Increase in Cash	9,876.73
Reserve cash	10,490,222.51	10,660,139.48	Decrease in Cash	(169,916.97)
Adj Operating Cash (see note 1)	103,967.51	78,939.92	Increase in Cash	25,027.59
Average budgeted expenses / month	369,749.00			
Average # of months of available cash	0.41			
Percent Funded Per 2024 Reserve Study	186.0%			

ASSESSMENT SUMMARY

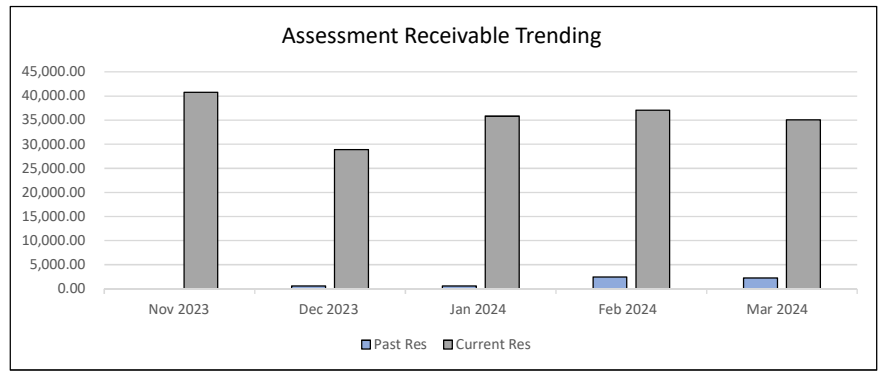
Prepaid Utilities	
Monthly Assessment Budget	365,799.00
Assessment Cash Received	366,890.03

Total Assessments Receivable

0-30 days late (see note 2)	0.00
31-60 days late	17,890.28
61-90 days late	0.00
<u>over 90 days late</u>	<u>19,486.41</u>
Total Assessments Due	37,376.69
<u>Other Receivable</u>	<u>41,899.23</u>
Total Owners Receivable	79,275.92

Past Residents Assessments Rec. 2,271.45

Prepaid Assessments 48,996.92



OPERATING SUMMARY

Category	March Expenses	YTD Expenses	YTD Budget	YTD Variance	Negative YTD Variances > \$2000
Utilities	15,758	45,020	40,383		(4,637)
Landscape	48,880	149,640	148,872		(768)
Common Area	12,728	101,709	58,347		(43,362)
Management/On-Site Admin	67,250	147,057	117,675		(29,382)
Insurance	45,326	163,379	151,278		(12,101)
Total Operating Expenses	189,942	606,804	516,555		(90,249) Spending overbudget year-to-date
YTD Profit/(Loss)		178,403			

RESERVE SUMMARY

Contribution to Reserves this month:	197,564.00	Reserve Disbursements this month:	398,754.91
Contribution to Reserves Year-to-Date:	395,128.00	Reserve Disbursements Year-to-Date:	895,963.90
Interest on reserve funds Year-to-Date	101,068.88		

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

Source		Operations	Reserves
Beginning Balance	1/1/2024	193,609	10,905,489
	Prior year Due to Operating/from Reserves	15,500	0
	Prior year Due from Management	900	
	Prior year Accounts Payable	(350,970)	
Plus	Income	1,281,405	
	Reserve Investment Income		101,069
	Contributions to Reserves		395,128
	Accounts Payable	116,423	
	Processing Fees		
Less	Operating Expenses	(606,804)	
	Reserve Funding	(395,128)	
	Reserve Expenses		(895,964)
	Due to Operating	0	
	Receivable from Management	(900)	
Ending Balance	3/31/2024	152,964	10,490,223
		152964.43	\$10,490,223
		0.00	0.00

Budget Report

Actual Income - Year-to-date	\$ 1,281,404.54
Budgeted Income - Year-to-date	\$ 1,109,247.00
Produced a positive Year-to-date income variance of	\$ 172,157.54
Actual Expenses and Reserve Contribution - Year-to-date	\$ 1,103,001.20
Budgeted Expenses and Reserve Contribution - Year-to-date	\$ 1,109,247.00
Produced a positive Year-to-date operating expenses variance of	\$ 6,245.80
The two combined variances produced a positive Year-to-date variance of	\$ 178,403.34

Other Information

Unpaid assessments at	3/31/2024	were:	\$ 37,376.69
Prepaid assessments at	3/31/2024	were:	\$ 48,996.92

NEPENTHE ASSOCIATION
 COMPARATIVE BALANCE SHEET
 03/31/2024

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	152,964.43	143,087.70
PETTY CASH	150.00	150.00
RESERVE ACCOUNT FUNDS	10,490,222.51	10,660,139.48
	-----	-----
TOTAL CASH AND INVESTMENTS	10,643,336.94	10,803,377.18
OTHER ASSETS		
UNFUNDED RESERVES	197,564.00	197,564.00
RECEIVABLE FROM MANAGEMENT	900.00	900.00
	-----	-----
TOTAL OTHER ASSETS	198,464.00	198,464.00
TOTAL ASSETS	<u>10,841,800.94</u>	<u>11,001,841.18</u>
LIABILITIES		

ACCOUNTS PAYABLE	116,422.50	87,317.50
UNFUNDED RESERVES	197,564.00	197,564.00
	-----	-----
TOTAL LIABILITIES	313,986.50	284,881.50
MEMBERS EQUITY		

GENERAL RESERVE FUND BALANCE	10,490,222.51	10,660,139.48
OPERATING FUND BALANCE-BEG OF YEAR	(140,811.41)	(140,811.41)
CURRENT YEAR INCOME/(LOSS)	178,403.34	197,631.61
	-----	-----
TOTAL LIABILITIES & MEMBERS EQUITY	<u>10,841,800.94</u>	<u>11,001,841.18</u>

NEPENTHE ASSOCIATION
RESERVE FUND BALANCES SUPPORT SCHEDULES
03/31/2024

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
GENERAL RESERVES						
23103 INTEREST ON RESERVE FUNDING	524,279.79	(524,279.79)	101,068.88	0.00	0.00	101,068.88
22872 GYM/WORKOUT FACILITY	31,790.43	(16,544.17)	544.00	0.00	0.00	15,790.26
22960 PAINTING-INTERIOR RESERVES	21,475.36	(10,585.17)	404.00	0.00	0.00	11,294.19
23014 CONCRETE REPAIRED RESERVES	160,344.60	(44,908.64)	4,200.00	0.00	(750.00)	118,885.96
23120 ROOF RESERVES	6,657,012.44	(2,796,702.98)	140,064.00	(4,600.00)	(3,870.00)	3,991,903.46
23122 POOL/SPA RESERVES	143,567.02	5,628.52	5,400.00	(9,900.00)	(195.74)	144,499.80
23127 FENCING RESERVES	(139,895.10)	502,538.27	13,170.00	(54,958.58)	(129,252.98)	191,601.61
23133 IRRIGATION RESERVES	329,808.71	530,515.93	31,228.00	(20,295.00)	(17,820.00)	853,437.64
23146 SIGNS RESERVES	46,858.61	(15,277.07)	1,162.00	(145.47)	(26.94)	32,571.13
23178 PAVING RESERVES	712,705.89	(115,923.74)	21,640.00	0.00	0.00	618,422.15
23199 RESERVE STUDY RESERVES	4,815.49	3,896.66	304.00	0.00	(3,300.00)	5,716.15
23201 PRIOR YEAR FUNDING	187,620.00	(187,620.00)	0.00	0.00	0.00	0.00
L23133 OUTDOOR EQUIPMENT RSRV	(537.99)	799.19	8.00	0.00	0.00	269.20
L23135 PAINT EXTERIOR RSRV	1,098,643.63	(420,185.09)	24,616.00	(19,250.00)	(102,130.63)	581,693.91
L23136 STRUCTURAL REPAIRS RSRV	1,791,300.39	269,122.66	74,734.00	(209,622.09)	(88,166.04)	1,837,368.92
N22911 UNDERGROUND UTILITY RSRV	(70,237.81)	209,632.18	5,066.00	0.00	0.00	144,460.37
N23017 CLUBHOUSE RENOVATION RSRV	417,259.04	(254,995.28)	5,890.00	(15,698.77)	(4,224.40)	148,230.59
N23130 MISCELLANEOUS RSRV	84,222.18	(73,331.99)	408.00	0.00	0.00	11,298.19
N23274 TENNIS COURT RSRV	117,812.55	(43,759.29)	2,678.00	0.00	0.00	76,731.26
N23275 GROUNDS RESERVE	(725,443.29)	1,585,767.93	62,456.00	(43,280.00)	(107,980.00)	771,520.64
N23282 TREE REMOVAL ANNUAL MAINT RSRV	(473,273.29)	1,333,597.93	0.00	(21,005.00)	(37,400.00)	801,919.64
N22991 POLE LIGHT REPAIRS RSRV	(29,943.38)	62,613.94	1,156.00	0.00	(2,288.00)	31,538.56
Z29000 PENDING RESERVE EXPENSE	(195.74)	0.00	0.00	0.00	195.74	0.00
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TOTAL GENERAL RESERVES	10,889,989.53	0.00	496,196.88	(398,754.91)	(497,208.99)	10,490,222.51

NEPENTHE ASSOCIATION
INCOME STATEMENT
03/31/2024

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

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15241 Laguna Canyon Road
Irvine CA 92618

----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
REVENUE									
366,890.03	365,799	1,091.03	14000	HOMEOWNER ASSESSMENT REVENUE	1,086,192.67	1,097,397	(11,204.33)	4,389,588	3,303,395.33
0.00	2,000	(2,000.00)	14087	EASEMENT AGREEMENT	7,275.59	6,000	1,275.59	24,000	16,724.41
461.24	150	311.24	14101	INTEREST ON PAST DUE ASSESSMENTS	584.73	450	134.73	1,800	1,215.27
75.00	50	25.00	14110	KEY REVENUE	240.00	150	90.00	600	360.00
645.00	350	295.00	14113	CLUBHOUSE RENTAL	2,440.00	1,050	1,390.00	4,200	1,760.00
0.00	0	0.00	14116	CC&R VIOLATIONS/FINES	620.00	0	620.00	0	(620.00)
(40.48)	1,400	(1,440.48)	14122	INSURANCE REIMBURSEMENT	71,131.89	4,200	66,931.89	16,800	(54,331.89)
0.00	0	0.00	14132	MISCELLANEOUS REVENUE	11,061.89	0	11,061.89	0	(11,061.89)
246.93	0	246.93	14162	OPERATING INTEREST REVENUE	788.89	0	788.89	0	(788.89)
31,273.94	0	31,273.94	14163	RESERVE INTEREST REVENUE	101,068.88	0	101,068.88	0	(101,068.88)
399,551.66	369,749	29,802.66		TOTAL REVENUE	1,281,404.54	1,109,247	172,157.54	4,436,988	3,155,583.46
RESERVE CONTRIBUTION									
272.00	272	0.00	19572	GYM/WORKOUT FACILITIES RESERVES	544.00	816	272.00	3,264	2,720.00
202.00	202	0.00	19660	PAINTING-INTERIOR RES	404.00	606	202.00	2,424	2,020.00
2,100.00	2,100	0.00	19714	CONCRETE REPAIR RESERVE	4,200.00	6,300	2,100.00	25,200	21,000.00
31,273.94	0	(31,273.94)	19803	GENERAL RESERVE INTEREST	101,068.88	0	(101,068.88)	0	(101,068.88)
70,032.00	70,032	0.00	19820	ROOF RESERVE	140,064.00	210,096	70,032.00	840,384	700,320.00
2,700.00	2,700	0.00	19822	POOL/SPA RESERVE	5,400.00	8,100	2,700.00	32,400	27,000.00
6,585.00	6,585	0.00	19827	FENCING RESERVE	13,170.00	19,755	6,585.00	79,020	65,850.00
15,614.00	15,614	0.00	19833	IRRIGATION RESERVE	31,228.00	46,842	15,614.00	187,368	156,140.00
581.00	581	0.00	19846	SIGN RESERVE	1,162.00	1,743	581.00	6,972	5,810.00
10,820.00	10,820	0.00	19878	PAVING RESERVE	21,640.00	32,460	10,820.00	129,840	108,200.00
152.00	152	0.00	19899	RESERVE STUDY	304.00	456	152.00	1,824	1,520.00
4.00	4	0.00	L19833	OUTDOOR EQUIPMENT RSRV	8.00	12	4.00	48	40.00
12,308.00	12,308	0.00	L19835	PAINTING EXTERIOR RESERVE	24,616.00	36,924	12,308.00	147,696	123,080.00
37,367.00	37,367	0.00	L19836	STRUCTURAL REPAIRS RSRV	74,734.00	112,101	37,367.00	448,404	373,670.00
2,533.00	2,533	0.00	N19611	UNDERGROUND UTILITY REPR RSV	5,066.00	7,599	2,533.00	30,396	25,330.00
578.00	578	0.00	N19691	POLE LIGHT REPR RSV	1,156.00	1,734	578.00	6,936	5,780.00
2,945.00	2,945	0.00	N19717	CLBHOUSE REMODEL INTERIOR RENOVATI	5,890.00	8,835	2,945.00	35,340	29,450.00
204.00	204	0.00	N19830	MISCELLANEOUS RSV	408.00	612	204.00	2,448	2,040.00
1,339.00	1,339	0.00	N19974	COMMON TENNIS CRT RSV	2,678.00	4,017	1,339.00	16,068	13,390.00
15,614.00	15,614	0.00	N19975	GROUNDS RSV	31,228.00	46,842	15,614.00	187,368	156,140.00
15,614.00	15,614	0.00	N19982	TREE REM/ ANNL MAINT RSV	31,228.00	46,842	15,614.00	187,368	156,140.00
228,837.94	197,564	(31,273.94)		TOTAL RESERVE CONTRIBUTION	496,196.88	592,692	96,495.12	2,370,768	1,874,571.12
170,713.72	172,185	(1,471.28)		AVAILABLE OPERATING REVENUE	785,207.66	516,555	268,652.66	2,066,220	1,281,012.34
OPERATING EXPENSES									
UTILITIES									

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INCOME STATEMENT
03/31/2024

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7,283.63	4,252	(3,031.63)	15101	ELECTRICITY	14,764.00	12,756	(2,008.00)	51,024	36,260.00
1,928.42	2,122	193.58	15102	GAS	7,018.52	6,366	(652.52)	25,464	18,445.48
690.14	510	(180.14)	15103	REFUSE COLLECTION	2,576.43	1,530	(1,046.43)	6,120	3,543.57
164.24	172	7.76	15105	TELEPHONE EXPENSE	492.72	516	23.28	2,064	1,571.28
5,054.74	5,865	810.26	15106	WATER	18,267.79	17,595	(672.79)	70,380	52,112.21
636.72	540	(96.72)	15155	INTERNET EXPENSE	1,900.25	1,620	(280.25)	6,480	4,579.75
15,757.89	13,461	(2,296.89)		TOTAL UTILITIES	45,019.71	40,383	(4,636.71)	161,532	116,512.29
				LAND MAINTENANCE					
48,880.00	48,880	0.00	15500	CONTRACT LANDSCAPE SERVICE	146,640.00	146,640	0.00	586,560	439,920.00
0.00	744	744.00	15511	BACKFLOW DEVICE TEST	3,000.00	2,232	(768.00)	8,928	5,928.00
48,880.00	49,624	744.00		TOTAL LAND MAINTENANCE	149,640.00	148,872	(768.00)	595,488	445,848.00
				COMMON AREA					
3,075.00	3,475	400.00	16020	CONTRACT POOL/SPA SERVICE	10,125.00	10,425	300.00	41,700	31,575.00
0.00	85	85.00	16022	POOL EQUIPMENT REPAIR	0.00	255	255.00	1,020	1,020.00
659.00	210	(449.00)	16027	POOL INSPECTION	659.00	630	(29.00)	2,520	1,861.00
0.00	210	210.00	18457	PLUMBING REPAIR	0.00	630	630.00	2,520	2,520.00
(1,350.00)	0	1,350.00	18501	EXPENSES TO BE REIMBURSED	(1,710.00)	0	1,710.00	0	1,710.00
751.07	1,300	548.93	18524	MATERIAL SUPPLIES	1,962.50	3,900	1,937.50	15,600	13,637.50
355.00	335	(20.00)	18526	PEST CONTROL	720.00	1,005	285.00	4,020	3,300.00
3,940.00	2,657	(1,283.00)	18531	JANITORIAL SERVICE	12,390.00	7,971	(4,419.00)	31,884	19,494.00
11.90	192	180.10	18532	JANITORIAL SUPPLIES	1,025.17	576	(449.17)	2,304	1,278.83
193.36	21	(172.36)	18534	FIRE EXTINGUISHER SERVICE	418.74	63	(355.74)	252	(166.74)
0.00	739	739.00	18579	PATROL SERVICE	1,937.74	2,217	279.26	8,868	6,930.26
0.00	6,250	6,250.00	18736	GUTTER & DOWNSPOUT CLEANING	60,044.00	18,750	(41,294.00)	75,000	14,956.00
4,768.19	3,750	(1,018.19)	18767	REPAIR & MAINTENANCE	13,249.54	11,250	(1,999.54)	45,000	31,750.46
96.00	0	(96.00)	18771	BACKFLOW DEVICE TEST	96.00	0	(96.00)	0	(96.00)
0.00	140	140.00	18905	KITCHEN SUPPLIES	306.27	420	113.73	1,680	1,373.73
228.31	85	(143.31)	18986	FITNESS CONTRACT	484.69	255	(229.69)	1,020	535.31
12,727.83	19,449	6,721.17		TOTAL COMMON AREA	101,708.65	58,347	(43,361.65)	233,388	131,679.35
				MANAGEMENT/ON-SITE ADMIN EXP					
249.00	175	(74.00)	18001	COMMUNITY WEBSITE	1,628.88	525	(1,103.88)	2,100	471.12
44.83	100	55.17	18003	COMMUNITY EVENTS/PROGRAMS	612.24	300	(312.24)	1,200	587.76
7,800.00	8,190	390.00	19109	CONTRACT MANAGEMENT	23,400.00	24,570	1,170.00	98,280	74,880.00
2,105.00	210	(1,895.00)	19101	CPA SERVICES	2,105.00	630	(1,475.00)	2,520	415.00
0.00	25	25.00	19106	TAXES & LICENSES	0.00	75	75.00	300	300.00
11,217.26	1,167	(10,050.26)	19108	GENERAL COUNSEL SERVICE	22,398.40	3,501	(18,897.40)	14,004	(8,394.40)
3,609.50	3,334	(275.50)	19111	MANAGEMENT REIMBURSABLE	14,833.00	10,002	(4,831.00)	40,008	25,175.00
0.00	21	21.00	19112	POSTAGE, ON-SITE	78.95	63	(15.95)	252	173.05

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INCOME STATEMENT
03/31/2024

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600.00	100	(500.00)	19117	DUES & PUBLICATIONS	600.00	300	(300.00)	1,200	600.00
35.00	35	0.00	19119	BANK FEES	125.00	105	(20.00)	420	295.00
29,769.48	16,500	(13,269.48)	19124	ON-SITE STAFF	53,593.99	49,500	(4,093.99)	198,000	144,406.01
520.00	583	63.00	17209	PAYROLL PROCESSING FEES	1,040.00	1,749	709.00	6,996	5,956.00
(2,633.15)	0	2,633.15	19126	DELINQUENCY MONITORING	(3,744.71)	0	3,744.71	0	3,744.71
0.00	100	100.00	19132	OPERATING CONTINGENCY	0.00	300	300.00	1,200	1,200.00
467.05	317	(150.05)	19172	ACCOUNTING REIMBURSABLES	1,996.90	951	(1,045.90)	3,804	1,807.10
(1,260.00)	125	1,385.00	19174	AMS COLLECTION EXPENSE	258.14	375	116.86	1,500	1,241.86
0.00	85	85.00	19178	PROPERTY TAX	0.00	255	255.00	1,020	1,020.00
13,850.77	7,583	(6,267.77)	19247	PAYROLL TAXES & BENEFITS	25,847.43	22,749	(3,098.43)	90,996	65,148.57
221.53	125	(96.53)	19295	ON-SITE OFFICE SUPPLIES	1,183.00	375	(808.00)	1,500	317.00
653.67	450	(203.67)	19382	COPIER LEASE	1,100.75	1,350	249.25	5,400	4,299.25
67,249.94	39,225	(28,024.94)		TOTAL MANAGEMENT/ON-SITE ADMIN E	147,056.97	117,675	(29,381.97)	470,700	323,643.03
				INSURANCE					
16,221.33	16,851	629.67	19107	INSURANCE	48,663.99	50,553	1,889.01	202,212	153,548.01
29,105.00	33,575	4,470.00	DC19307	FLOOD INSURANCE	114,715.00	100,725	(13,990.00)	402,900	288,185.00
45,326.33	50,426	5,099.67		TOTAL INSURANCE	163,378.99	151,278	(12,100.99)	605,112	441,733.01
189,941.99	172,185	(17,756.99)		TOTAL OPERATING EXPENSES	606,804.32	516,555	(90,249.32)	2,066,220	1,459,415.68
(19,228.27)	0	(19,228.27)		NET INCOME/(LOSS)	178,403.34	0	178,403.34	0	(178,403.34)

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
03/31/2024

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	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
REVENUE													
14000 HOMEOWNER ASSESSMENT REVENUE	324699	353293	343085	322812	366647	312932	323292	332939	348217	366882	352421	366890	4114108
14087 EASEMENT AGREEMENT	0	5829	0	0	7347	0	-1469	0	5874	0	7276	0	24856
14101 INTEREST ON PAST DUE ASSESMEN	64	594	329	156	804	18	277	70	1633	49	75	461	4530
14110 KEY REVENUE	40	10	135	105	125	10	60	95	50	90	75	75	870
14113 CLUBHOUSE RENTAL	0	475	0	985	660	0	0	890	865	1440	355	645	6315
14116 CC&R VIOLATIONS/FINES	0	0	0	0	0	0	0	0	1744	0	620	0	2364
14122 INSURANCE REIMBURSEMENT	0	14536	1309	1046	450	225	450	0	225	0	71172	-40	89372
14132 MISCELLANEOUS REVENUE	0	705	-451	0	-455	1162	-572	0	626	0	11062	0	12077
14162 OPERATING INTEREST REVENUE	213	258	0	484	261	245	271	256	248	283	259	247	3024
14163 RESERVE INTEREST REVENUE	22838	37749	37186	41353	25685	18485	13701	72731	43605	41299	28496	31274	414401
14221 FACILITY RENTAL FEE	0	-600	0	0	0	0	0	0	0	0	0	0	-600
14229 RENTAL FEES	0	750	0	0	0	0	0	0	0	0	0	0	750
14234 LEGAL REIMBURSEMENTS	0	0	0	0	0	0	0	0	2523	0	0	0	2523
14357 RESERVE CONTRIBUTION	0	0	528448	0	0	0	0	0	0	0	0	0	528448
TOTAL REVENUE	347853	413598	910040	366941	401524	333077	336010	406980	405610	410043	471810	399552	5203038
RESERVE CONTRIBUTION													
19572 GYM/WORKOUT FACILITIES RESERVE	275	275	275	275	0	550	413	413	275	0	272	272	3294
19660 PAINTING-INTERIOR RES	184	184	184	184	0	368	276	276	184	0	202	202	2244
19714 CONCRETE REPAIR RESERVE	4097	4097	4097	4097	0	8194	6146	6146	4097	0	2100	2100	45170
19803 GENERAL RESERVE INTEREST	22838	37749	37186	41353	25685	18485	13701	72731	43605	41299	28496	31274	414401
19820 ROOF RESERVE	70521	70521	70521	70521	0	141042	105782	105782	70521	0	70032	70032	845274
19822 POOL/SPA RESERVE	2751	2751	2751	2751	0	5502	4127	4127	2751	0	2700	2700	32910
19827 FENCING RESERVE	4935	4935	4935	4935	0	9870	7403	7403	4935	0	6585	6585	62520
19833 IRRIGATION RESERVE	10477	10477	10477	10477	0	20954	15716	15716	10477	0	15614	15614	135998
19846 SIGN RESERVE	370	370	370	370	0	740	555	555	370	0	581	581	4862
19878 PAVING RESERVE	11628	11628	11628	11628	0	23256	17442	17442	11628	0	10820	10820	137920
19899 RESERVE STUDY	166	166	166	166	0	332	249	249	166	0	152	152	1964
L19833 OUTDOOR EQUIPMENT RSRV	5	5	5	5	0	10	8	8	5	0	4	4	58
L19835 PAINTING EXTERIOR RESERVE	13496	13496	13496	13496	0	26992	20244	20244	13496	0	12308	12308	159576
L19836 STRUCTURAL REPAIRS RSRV	41002	41002	567790	41002	0	82004	61503	61503	41002	0	37367	37367	1011542
N19611 UNDERGROUND UTILITY REPR RSV	1395	1395	1395	1395	0	2790	2093	2093	1395	0	2533	2533	19016
N19691 POLE LIGHT REPR RSV	618	618	2278	618	0	1236	927	927	618	0	578	578	8996
N19717 CLBHOUSE REMODEL INTERIOR RENO	3001	3001	3001	3001	0	6002	4502	4502	3001	0	2945	2945	35900
N19830 MISCELLANEOUS RSV	434	434	434	434	0	868	651	651	434	0	204	204	4748
N19974 COMMON TENNIS CRT RSV	1312	1312	1312	1312	0	2624	1968	1968	1312	0	1339	1339	15798
N19975 GROUNDS RSV	10477	10477	10477	10477	0	20954	15716	15716	10477	0	15614	15614	135998
N19982 TREE REM/ ANNL MAINT RSV	10477	10477	10477	10477	0	20954	15716	15716	10477	0	15614	15614	135998
TOTAL RESERVE CONTRIBUTION	210459	225370	753255	228974	25685	393727	295133	354162	231226	41299	226060	228838	3214187
AVAILABLE OPERATING REVENUE	137394	188228	156785	137967₉	375840	-60650	40878	52818	174384	368744	245750	170714	1988851

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OPERATING EXPENSES														
UTILITIES														
15101	ELECTRICITY	3241	2814	2815	3254	3790	6309	1289	4034	3422	3589	3891	7284	45732
15102	GAS	2262	1016	1332	1209	335	509	1679	2941	2697	2569	2521	1928	20998
15103	REFUSE COLLECTION	893	951	2724	111	64	85	90	95	486	776	1110	690	8076
15105	TELEPHONE EXPENSE	164	164	164	164	164	164	164	164	164	164	164	164	1971
15106	WATER	4260	5398	5267	4291	5382	965	8038	5424	4875	6088	7125	5055	62168
15155	INTERNET EXPENSE	582	596	596	626	627	599	627	627	627	627	637	637	7406
	TOTAL UTILITIES	11403	10940	12898	9655	10361	8632	11886	13286	12270	13814	15448	15758	146351
LAND MAINTENANCE														
15500	CONTRACT LANDSCAPE SERVICE	45100	45100	55300	45100	45100	45100	45100	45100	45100	0	97760	48880	562740
15511	BACKFLOW DEVICE TEST	0	0	0	0	0	0	7524	0	0	0	3000	0	10524
	TOTAL LAND MAINTENANCE	45100	45100	55300	45100	45100	45100	52624	45100	45100	0	100760	48880	573264
COMMON AREA														
16020	CONTRACT POOL/SPA SERVICE	3825	3525	3375	3375	3525	3675	3675	3525	3375	3675	3375	3075	42000
16022	POOL EQUIPMENT REPAIR	0	0	235	0	0	0	0	0	0	0	0	0	235
16027	POOL INSPECTION	0	1675	0	0	0	0	0	0	0	0	0	659	2334
18457	PLUMBING REPAIR	0	0	0	0	0	0	0	625	0	0	0	0	625
18501	EXPENSES TO BE REIMBURSED	0	0	0	0	0	0	0	0	0	-360	0	-1350	-1710
18524	MATERIAL SUPPLIES	1101	533	972	1552	677	1263	0	2231	347	636	576	751	10637
18526	PEST CONTROL	0	0	600	150	350	0	1507	150	0	365	0	355	3477
18531	JANITORIAL SERVICE	0	4980	2490	2490	3290	0	2959	6041	0	4980	3470	3940	34640
18532	JANITORIAL SUPPLIES	0	423	0	0	0	0	0	0	0	1013	0	12	1448
18534	FIRE EXTINGUISHER SERVICE	0	0	0	0	179	0	0	0	0	0	225	193	597
18564	SPECIAL SECURITY	0	-136	0	0	0	0	0	0	0	0	0	0	-136
18579	PATROL SERVICE	363	381	498	551	0	623	545	467	1144	634	1304	0	6510
18736	GUTTER & DOWNSPOUT CLEANING	1215	185	2430	945	0	0	32456	0	0	32456	27588	0	97275
18767	REPAIR & MAINTENANCE	582	1141	6104	0	325	1791	4397	6436	5337	2502	5979	4768	39361
18771	BACKFLOW DEVICE TEST	0	0	0	0	0	0	0	0	0	0	0	96	96
18905	KITCHEN SUPPLIES	160	0	109	234	0	169	0	0	0	219	88	0	979
18986	FITNESS CONTRACT	0	0	180	0	0	289	0	0	0	256	0	228	954
	TOTAL COMMON AREA	7247	12706	16993	9297	8346	7810	45539	19475	10202	46377	42604	12728	239322
MANAGEMENT/ON-SITE ADMIN EXP														
18001	COMMUNITY WEBSITE	150	438	0	150	150	150	150	150	150	150	1230	249	3117
18003	COMMUNITY EVENTS/PROGRAMS	106	-320	507	0	72	0	91	0	897	470	97	45	1966

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
03/31/2024

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

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
19109 CONTRACT MANAGEMENT	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	93600
19010 PENDING P-CARD EXPENSE	0	393	0	-393	0	0	426	-426	0	0	0	0	0
19101 CPA SERVICES	2005	240	0	0	0	0	0	0	0	0	0	2105	4350
19104 FEDERAL TAX EXPENSE	0	0	0	44079	0	0	0	0	0	0	0	0	44079
19105 FRANCHISE TAX BOARD	0	0	0	17679	0	0	0	0	0	0	0	0	17679
19106 TAXES & LICENSES	602	0	0	0	0	0	0	1260	0	0	0	0	1862
19108 GENERAL COUNSEL SERVICE	0	0	0	0	14796	1665	495	2981	3264	11181	0	11217	45599
19111 MANAGEMENT REIMBURSABLE	925	6312	3610	3610	3610	925	3610	6294	925	3620	7604	3610	44652
19112 POSTAGE, ON-SITE	39	0	0	0	0	86	0	40	0	0	79	0	243
19117 DUES & PUBLICATIONS	320	0	0	0	0	0	0	0	0	0	0	600	920
19119 BANK FEES	35	35	35	35	35	35	35	35	35	55	35	35	440
19124 ON-SITE STAFF	25504	17384	8179	17237	26663	26017	7269	21827	14038	0	23825	29769	217712
17209 PAYROLL PROCESSING FEES	520	520	520	520	520	520	1040	520	1040	0	520	520	6760
19126 DELINQUENCY MONITORING	-541	-2138	-1584	-1129	-1651	-346	-1041	-974	-2564	-440	-671	-2633	-15712
19132 OPERATING CONTINGENCY	0	0	2545	0	0	0	0	0	491	0	0	0	3037
19143 LEGAL-COLLECTIONS	0	0	0	-321	197	4142	0	-512	739	0	0	0	4246
19172 ACCOUNTING REIMBURSABLES	0	713	375	359	326	0	340	671	0	389	1141	467	4781
19174 AMS COLLECTION EXPENSE	295	172	-735	170	-923	0	-423	493	-908	781	737	-1260	-1600
19178 PROPERTY TAX	0	0	0	0	114	0	0	785	0	0	0	0	899
19247 PAYROLL TAXES & BENEFITS	11475	8667	4444	8926	13508	11684	3859	10361	6883	0	11997	13851	105655
19295 ON-SITE OFFICE SUPPLIES	1	255	886	607	26	262	127	605	231	482	480	222	4184
19382 COPIER LEASE	0	0	0	278	482	1064	0	2511	482	447	0	654	5918
TOTAL MANAGEMENT/ON-SITE ADM	49236	40472	26582	99609	65725	54004	23777	54420	33504	24934	54873	67250	594386
INSURANCE													
19107 INSURANCE	11370	11370	11370	11370	11370	0	32443	7559	16221	16221	16221	16221	161739
DC1930 FLOOD INSURANCE	27000	49429	31467	31467	31467	31467	31467	31467	-22167	56505	29105	29105	357779
TOTAL INSURANCE	38370	60799	42837	42837	42837	31467	63910	39026	-5946	72726	45326	45326	519518
TOTAL OPERATING EXPENSES	151356	170017	154611	206498	172369	147013	197735	171306	95131	157851	259012	189942	2072842
<i>NET INCOME/(LOSS)</i>	<i>-13962</i>	<i>18211</i>	<i>2216</i>	<i>-68531</i>	<i>203470</i>	<i>-207663</i>	<i>-156858</i>	<i>-118489</i>	<i>79212</i>	<i>210893</i>	<i>-13261</i>	<i>-19228</i>	-83991