



**NEPENTHE ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**May 1<sup>st</sup>, 2019, 5:30 PM**

Nepenthe Clubhouse | 1131 Commons Drive | Sacramento, CA 95825

**OPEN SESSION  
MINUTES**

**I. CALL TO ORDER: 5:30pm**

<b>Present</b>	<b>Arrival</b>	<b>Board Member</b>	<b>Position</b>	<b>Departure</b>
X	5:10pm	Frank Loge	President	5:50pm
X	5:10pm	Linda Cook	Vice President	5:50pm
X	5:10pm	Christina George	Treasurer	5:50pm
X	5:10pm	Steve Huffman	Secretary	5:50pm
X	5:10pm	Jan Summers	Member at Large	5:50pm

**II. ANNOUNCEMENTS**

- a. **Executive Session Disclosure:** In accordance with Civil Code Section 4935(a), the Board met in Executive Session on May 1<sup>st</sup>, 2019 in order to consider matters relating to personnel, contract negotiations, legal matters and member discipline.
- b. **Approved Contracts**
  - 1. **Coast Landscape – Zone 5 Remediation: \$11,830**
  - 2. **Coast Landscape – Zone 5 Renovation: \$5,345**
  - 3. **FirstService Residential Monthly Management Contract – \$7,159.31**

**III. COMMITTEE REPORTS**

- a. **Architectural Review Committee**  
Committee Chair gave no report. Minutes Reviewed.
- b. **Finance Committee**  
Committee Chair gave verbal overview of Minutes and Committee report. Announced May Finance meeting will be cancelled.
- c. **Grounds Committee**  
Committee Chair gave verbal report on Minutes and the three trees voted for postponement of removal by the committee as well as Grounds Committee’s effort to remediate sites of recently removed trees.
- d. **Insurance, Legal and Safety Committee**  
Committee Chair gave brief report on the reiteration of the Committee’s position regarding the recent changes to the Standards and Practices of Committees.
- e. **Outreach Committee**  
Committee Chair gave report on upcoming Jazz by the Pool event and Rivercats Game event.

**IV. MANAGEMENT REPORT**

**a. Report**

The following items were reviewed and GM Bettsi Ledesma gave verbal summary of Management Report as well as the Reserve Report.

- b. Manager’s Reserve Report
- c. April Nepenthe News
- d. 2019 Master Calendar
- e. Coast April Report Sheets

**V. HOMEOWNER CORRESPONDENCE**

**VI. HOMEOWNER COMMENTS**

No homeowner chose to address the Board at this time.

**VII. CONSENT CALENDAR** In an effort to expedite the Board meetings, Management has placed several business items on a Consent Calendar. Please review the items prior to the meeting so that you may have your questions answered in advance. Action required: Board Resolution.

**Resolution: The Board approves Consent Calendar Items A to C as presented.**

**Motion:** Director Huffman

**Second:** Director Cook

**Vote:** All in Favor

*Begin Consent Calendar*

**a. Approval of Minutes April 3<sup>rd</sup>, 2019 Open Session Minutes**

**Resolution:** The Open Session minutes dated April 3<sup>rd</sup>, 2019 are approved as presented.

**b. Financial Statement: March 2019**

**Resolution:** The Board accepts the March 2019 interim financial reports and bank reconciliations as presented, subject to annual review. The reports reflect a negative year to date variance of (\$12,887) and reserve funding of \$541,870 compared to the reserve funding budget of \$527,973. The reserves are funded through March 2019. The Association has \$312,995 in operating funds, which represents 1.4 months of budgeted expenses and reserve contributions. The Association has \$7,404,003 in reserve funds. Please see the Management Report for more information.

**c. Architectural Applications**

The Architectural Review Committee met on April 9<sup>th</sup>, 2019 to review the application listed below. The application is in a binder on the directors’ table.

**Resolution:** The Board confirms the recommendations of the committee.

	<i>Address</i>	<i>Application for</i>	<i>Recommendation</i>
<b>1</b>	410 Elmhurst Circle	Security Screens / Patio Doors	Approval
<b>2</b>	1333 Commons Drive	Awning / Shade Structure	Approval
<b>3</b>	1403 Commons Drive	Outbuilding / Shed (Sauna)	Approval

<b>4</b>	1103 Dunbarton Circle	Window Replacement	Approval
<b>5</b>	1182 Vanderbilt Way	Emergency HVAC Replacement	Approval

*End Consent Calendar*

**VIII. NEW BUSINESS**

**a. Parking Variance Request – 715 Dunbarton Circle**

The owner at 715 Dunbarton Circle submitted a letter of request to the Board of Directors requesting a variance from Article III, Section 3.3(b) of the Nepenthe Third Restated and Amended CC&Rs which states that residents shall not park in areas designated for guest parking, in this case on the private street, Dunbarton Circle.

The CC&Rs state that before the Board can consider granting a variance from any of the Association’s use restrictions as described in Article III, they must post a general notice and, in addition, provide notice to the owners living within 100 feet of the requesting homeowner. Notice was mailed to all owners within 100 feet of 715 Dunbarton on March 20<sup>th</sup>.

**Resolution:** The Board denies the variance request for the following reason: The requested variance will constitute a material deviation from any restriction contained herein or the proposal would allow the objectives of the violated requirements to be substantially achieved despite noncompliance; and that the variance, if granted, would result in a nuisance to or be a material detriment to any other Lot or Common Area within the Development.

**Motion:** Director George

**Second:** Director Cook

**Vote:** All in Favor

**b. Review Tree Care Proposal from The Grove Total Tree Care**

On April 1<sup>st</sup>, Paul Dubois from The Grove Total Tree Care walked Zone 3 with management, Coast and Grounds Committee members. Various maintenance items were noted and seven trees are recommended for removal. The Grounds Committee has requested to postpone item #7, the removal of three Liquidambar trees near 409 Dunbarton.

**Resolution:** The Board approves the proposal from The Grove Total Tree Care, minus the three liquidambar trees noted on item seven, in the amount of \$11,170 payable from Reserve GL N23282 for Trees which has a remaining allocation for 2019 of \$43,991.

**Motion:** Director Cook

**Second:** Director Summers

**Vote:** All in Favor

**IX. HOMEOWNER COMMENTS**

No homeowners chose to address the Board at this time.

**X. NEXT MEETING:** Wednesday, June 5<sup>th</sup>, 2019 at 5:30 pm in the Nepenthe Clubhouse

**XI. ADJOURN: 5:48pm**