



NEPENTHE ASSOCIATION

Open Session

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

MINUTES

Directors Present

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

Directors Absent

JACQUELYN GREBITUS - Secretary

Additional Attendees

Nicole Marks, CMCA, AMS - General Manager, FirstService Residential
Julienna Michel - Administrative Assistant, FirstService Residential

I. CALL TO ORDER

The meeting was called to order at 6PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

The Board took the following actions at the March 6, 2024 Executive Session:

- The Board approved the proposal from Critical Path Reconstruction for replacement of the Dunbarton Exterior Doors in the amount of \$31,661.64
- The Board approved the proposal from Sparkling Pool Service for the replacement of all 3 pool filtration pumps in the amount of \$9,900
- The Board approved the proposal from Carson for Zone 4 Plant Removal and Remediation in the amount of \$156,960
- The Board approved the proposal from Carson for Zone 4 Drainage Repairs/Installations in the amount of \$41,420

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. Alan discussed the emergency security camera authorization process, will be added to April agenda for Board review.

Resolved

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

Address	Improvement	Recommendation
22 Adelphi	Windows	Approval
1100 Dunbarton	Emergency HVAC replacement	Approval
1359 Commons	Emergency HVAC replacement	Approval

Motion: CHERYL NELSON

Second: MARKUS DASCHER TTEE

► **Resolved**
The motion passed unanimously

B. OUTREACH COMMITTEE

Marcy Best provided a verbal update. Bunco and Rock Painting was a success, the community enjoyed the activities. Councilman Eric Guerra was also discussed, he stopped by the Saturday Coffee Group.

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.

D. GROUNDS COMMITTEE

Linda Cook provided a verbal update regarding the minutes and inquired if there were any questions.

E. FINANCE COMMITTEE

Susan Timmer provided a verbal update. Committee received updates regarding meeting with Bob Browning, the reserve study and plan for the 2025 reserve study.

F. ELECTION/NOMINATING COMMITTEE

Karen Lowrey provided a verbal update. Deadline for Candidate submission is March 29, 2 candidates so far.

V. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 03.06.24

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

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 02.07.24

The Board has provided written response to all the Homeowner Correspondence received for the February 7, 2024 Open Session Board Meeting.

VI. NEW BUSINESS

A. OPEN SESSION MINUTES - FEBRUARY 7, 2024

Resolved

The Board approves the Open Session Minutes dated February 7, 2024 as presented.

Motion: WILLIAM HENLE TRUSTEE
Second: MARKUS DASCHER TTEE

▶ **Resolved**
The motion passed unanimously

B. FINANCIAL STATEMENT - JANUARY 2024

Resolved

The Board accepts the Association’s income statement for January 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 \$210,892.77 and year-to-date reserve funding of \$41,299.05 compared to the year-to-date reserve funding budget of \$197,564. The actual year-to-date operating expenses were \$157,850.77. The budgeted year-to-date operating expenses were \$172,185. The association has \$112,174.12 in operating funds, which represents 0.30 months of budgeted expenses and reserve contributions. The association has \$10,844,058.95 in reserve funds.

Motion: MARKUS DASCHER TTEE
Second: WILLIAM HENLE TRUSTEE

▶ **Resolved**
The motion passed unanimously

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

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
1/12/24	2487-02	\$6,176.81	X	
2/14/24	1994-04	\$3,819.68	X	

Motion: MARKUS DASCHER TTEE
Second: CHERYL NELSON

▶ **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 April 3rd Open Session Board Meeting.

VIII. NEXT BOARD MEETING

The Association's next open Board meeting will be held April 3, 2024, at 6:00 pm.

IX. ADJOURN

The meeting was adjourned at 6:39PM.

Jackie Grebitus

4/4/2024

APPROVED

DATE