



NEPENTHE ASSOCIATION

Open Session

May 1, 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
Jay Michel - Administrative Assistant, 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 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:

- Foreclosure was approved for APN #295-0340-016-0000
- Foreclosure was approved for APN #295-0160-004-0000
- The Board approved proposal from the Grove in the amount of \$27,465 for tree maintenance in Zone 1

III. REPORTS

A. CONSTRUCTION MANAGER'S REPORT

The Construction 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

Resolved

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

First Motion

Motion: MARKUS DASCHER TTEE

Second: JACQUELYN GREBITUS

- ▶ **Resolved**
The motion passed unanimously

Second Motion

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.

Motion: CHERYL NELSON

Second: MARKUS DASCHER TTEE

- ▶ **Resolved**
The motion passed unanimously

Third Motion

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

Motion: MARKUS DASCHER TTEE

Second: JACQUELYN GREBITUS

- ▶ **Resolved**
The motion passed unanimously

B. OUTREACH COMMITTEE

Marci Best provided a verbal update. June 20th is Bunco, June 9th is Jazz by the Pool, 4th of July Event

C. ILS COMMITTEE

Nancy Arndorfer provided a verbal update. Ricardo will reach out regarding information on the forum requested.

D. GROUNDS COMMITTEE

Christina George provided a verbal update and provided walk notes from the Grounds Committee Meeting.

E. FINANCE COMMITTEE

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

F. ELECTION/NOMINATING COMMITTEE

No updates were provided from the Election/Nominating Committee.

V. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 05.01.24

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

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 04.03.24

The Board has provided written response to all Homeowner Correspondence received for the April 3, 2024 Open Session Board Meeting.

VI. NEW BUSINESS

A. OPEN SESSION MINUTES - APRIL 3, 2024

Resolved

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

Motion: MARKUS DASCHER TTEE

Second: CHERYL NELSON

▶ **Resolved**
The motion passed unanimously

B. FINANCIAL STATEMENT - MARCH 2024

Resolved

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.

Motion: MARKUS DASCHER TTEE

Second: JACQUELYN GREBITUS

▶ **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
4/12/24	2011-06	\$4,909.91	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 June 5th Open Session Board Meeting.

VIII. NEXT BOARD MEETING

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

IX. ADJOURN

The meeting was adjourned at 7:20PM.

Brian Coates

6/7/2024

APPROVED

DATE