



NEPENTHE ASSOCIATION

Open Session

August 7, 2024 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

MINUTES

Directors Present

MARKUS DASCHER TTEE - President
CHERYL NELSON - Vice President
CHRISTINA GEORGE - Member at Large
COURTENAY DELFIN - Treasurer
BRIAN COATES - Secretary

Directors Absent

None

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 6:03PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on August 7, 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.

- Foreclosure approved on July 3, 2024 for APN #295-0350-014-0000
- Foreclosure approved on August 7, 2024 for APN #295-0140-026-0000

The Board met in Executive Session on August 7th. The Board took the following actions during the August 7th meeting:

- The Board approved proposal from The Grove Total Tree Care for Tree Removals and Pruning in Zone 3 in the amount of \$21,635.
 - *The Board approved this proposal unanimously*
- The Board approved proposal from The Grove Total Tree Care for Tree Removals and Pruning in Zone 4 in the amount of \$22,360.
 - *The Board approved this proposal unanimously*

- The Board approved proposal from Carson Landscape for homeowner landscape requests in the following locations: 1182 Vanderbilt, 1323 Vanderbilt, 108 Elmhurst, 503 Elmhurst and Dunbarton Cabana with the following scope of work: Remove grinds, Install Topsoil Blend 70/30 (a blend of 70% clean screened top soil, and 30% Z-Best Organic Compost. This blend qualifies toward LEED certification), Install new plants or ground cover depending on the area, Install or adjust irrigation accordingly: Drip, Netafim or Pop-ups, Install walk on bark in some locations in the amount of \$24,395.
 - *The Board approved this proposal unanimously*
- The Board approved proposal from Carson Landscape for homeowner landscape request in the following location: 212 Dunbarton with the following scope of work: Remove some soil from planters by sidewalks, Install fabric approximately 50', Add berry creek rock in the amount of \$980.
 - *The Board voted as follows: AYE - 3 votes, NAY - 2 votes*
- The Board approved 3 proposals from Carson Landscape for remediation at tree removal sites in the following locations: Vanderbilt Way - 1026, 1083, 1095, 1113, 1125, 1213 & 1329, Swarthmore Drive - 2236, 2242, 2243, 2264, 2277, Elmhurst Circle - 408, 504, & 720, Adelphi - 16, Commons Dr - 1037, 1041, Dunbarton - 108, 303, 308, 709, & 1003 for the total amount of \$35,660.
 - *The Board approved this proposal unanimously*
- The Board approved proposal from Sparkling Clear Pool Service for the replacement of the Clubhouse Spa Light in the amount \$1,950.
 - *The Board approved this proposal unanimously*
- The Board approved CPA Engagement Letter from Levy, Erlanger & Company LLP for the 2024 Fiscal Year-End Review and Tax Preparation in the amount of \$2,170.
 - *The Board approved this proposal unanimously*

III. INVITED GUEST - PAUL REEVES

Paul Reeves was present to discuss Phase 1 completion and Phase 2 game plan.

IV. REPORTS

A. GENERAL MANAGER'S REPORT

General Manager, Nicole Marks, provided verbal GM report.

V. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

Resolved

The Board affirms the committee's recommendations below:

Address	Modification	Recommendation
702 Elmhurst	Patio Slider	Approval
28 Adelphi	HVAC	Approval
814 Elmhurst	Sunshade	Approval with Conditions: The homeowner will accept the responsibility for removing the mounting hardware and reinstalling it at the time of siding maintenance.
718 Elmhurst	Windows	Approval
1417 Commons	Emergency HVAC	Approval
1117 Commons	HVAC	Denial

201 Elmhurst	Windows	Denial
1136 Vanderbilt	Front Door	Denial: Request the resident to immediately choose one color and repaint the door by September 1, 2024.

Motion: CHERYL NELSON
Second: MARKUS DASCHER TTEE

▶ **Resolved**
The motion passed unanimously

B. OUTREACH COMMITTEE

Marcy Best provided verbal update for Outreach Committee; discussed upcoming events for 2024.

C. ILS COMMITTEE

Leslie Arnal provided verbal update for ILS Committee; discussed fencing and security options.

D. GROUNDS COMMITTEE

Jim Shaw provided verbal update for Grounds Committee; discussed process for service requests.

E. FINANCE COMMITTEE

No updates were provided by the Finance Committee.

F. ELECTION COMMITTEE

No updates were provided by the Election Committee.

VI. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 08.07.24

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

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 07.03.24

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

VII. NEW BUSINESS

A. OPEN SESSION MINUTES - JULY 3, 2024

Resolved

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

Motion: CHRISTINA GEORGE
Second: MARKUS DASCHER TTEE

▶ **Resolved**
The motion passed unanimously

B. FINANCIAL STATEMENT - JUNE 2024

Resolved

The Board accepts the Association’s income statement for June 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 \$103,975.20 and year-to-date reserve funding of \$1,125,674.67 compared to the year-to-date reserve funding budget of \$1,185,384. The actual year-to-date operating expenses were \$1,293,978.11. The

budgeted year-to-date operating expenses were \$1,033,110. The association has \$165,851.29 in operating funds, which represents 0.45 months of budgeted expenses and reserve contributions. The association has \$10,394,327.95 in reserve funds.

Motion: COURTENAY DELFIN
Second: CHERYL NELSON

▶ **Resolved**
The motion passed unanimously

VIII. HOMEOWNER FORUM

Multiple Owners addressed the Board during Homeowner Forum. Cheryl has notated all the comments/questions and will draft the responses for the September 4th Open Session Board Meeting.

IX. NEXT BOARD MEETING

The Association's next open Board meeting will be held September 4, 2024, at 6:00 pm.

X. ADJOURN

The meeting was adjourned at 7:10PM.

Brian Coates

9/5/2024

APPROVED

DATE