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FirstService RESIDENTIAL

NEPENTHE ASSOCIATION

Open Session

September 4, 2024 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

MINUTES

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

Directors Absent
None

Additional Attendees
Nicole Marks, CMCA, AMS - General Manager, FirstService Residential
Trevon McCrea-Simmons - Administrative Assistant, FirstService Residential

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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 September 4, 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 met in Executive Session on September 4th. The Board took the following actions during the September 4th meeting:

- The Board approved the proposal from Breault Asphalt Maintenance in the amount of $15,896 for misc. concrete trip hazard repairs throughout community
  - *The Board approved this proposal unanimously*
- The Board approved the proposal from The Grove Total Tree Care in the amount of $2,825 to trim 3 redwood trees near 2257 Swarthmore drive.
  - *The Board approved this proposal unanimously*
- The Board approved 2 proposals from Critical Path Reconstruction in the total amount of $6,506.95 for siding/trim repairs at 2315 Swarthmore and 1117 Commons.

Docusign Envelope ID: BC5282EE-CD5C-45FB-B7BF-E24ECCF0C53B

- *The Board approved this proposal unanimously*

- The Board approved proposal from Indoor Environmental Services in the amount of $3,874 to repair the HVAC return duct for the clubhouse HVAC.
  - *The Board approved this proposal unanimously*
- The Board approved proposal from The Grove Total Tree Care in the amount of $21,320 to provide Zone 5 tree work.
  - *The Board approved this proposal unanimously*
- The Board approved proposal from The Grove Total Tree Care in the amount of $18,595 to provide Zone 6 tree work.
  - *The Board approved this proposal unanimously*
- The Board approved proposal from Carson Landscape in the amount of $10,265 for shrub removal/remediation at 2315 Swarthmore and 1117 Commons.
  - *The Board voted as follows—4 AYE, 1 NAY*
- The Board approved proposal from Carson Landscape in the amount of $5,565 for drainage/downspout installation at 2315 Swarthmore and 1117 Commons.
  - *The Board voted as follows—4 AYE, 1 NAY*

III. REPORTS

A. GENERAL MANAGER'S REPORT

The General Manager, Nicole Marks, provided the GM report verbally.

B. CONSTRUCTION MANAGER'S REPORT

The Construction Manager's Report was reviewed and GM provided update verbally.

IV. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

Resolved

The Board affirms the committee's recommendations below:

Address	Modification	Recommendation
616 Elmhurst	Trellis	Approval
1425 University	Emergency HVAC	Approval
106 Elmhurst	Emergency HVAC	Approval

Motion: BRIAN COATES
Second: CHERYL NELSON

▶ ***Resolved***
The motion passed unanimously

B. OUTREACH COMMITTEE

Marcy Best provided a verbal update for the Outreach Committee regarding upcoming events in the community including Music by the Pool on September 8th.

C. ILS COMMITTEE

Ricardo Pineda provided a verbal update for the ILS Committee specifically regarding fencing proposals being researched.

Docusign Envelope ID: BC5282EE-CD5C-45FB-B7BF-E24ECCF0C53B

D. GROUNDS COMMITTEE

Jim Shaw provided a verbal update for the Grounds Committee specifically regarding the implementation of AB1572.

E. FINANCE COMMITTEE

No updates were provided by the Finance Committee.

F. ELECTION COMMITTEE

Resolved

The Board appoints Joanne Massoni to the Election Committee for the 2025 election.

Motion: CHRISTINA GEORGE
Second: CHERYL NELSON

▶ ***Resolved***
The motion passed unanimously

V. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 09.04.24

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

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 08.07.24

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

VI. NEW BUSINESS

A. OPEN SESSION MINUTES - AUGUST 7, 2024

Resolved

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

Motion: COURTENAY DELFIN
Second: CHERYL NELSON

▶ ***Resolved***
The motion passed unanimously

B. FINANCIAL STATEMENT - JULY 2024

Resolved

The Board accepts the Association’s income statement for July 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 $137,857.84 and year-to-date reserve funding of $1,361,846.66 compared to the year-to-date reserve funding budget of $1,382,948. The actual year-to-date operating expenses were $1,451,949.09. The budgeted year-to-date operating expenses were $1,205,295. The association has $228,838.93 in operating funds, which represents 0.62 months of budgeted expenses and reserve contributions. The association has $10,165,093.44 in reserve funds.

Motion: COURTENAY DELFIN
Second: MARKUS DASCHER TTEE

▶ ***Resolved***
The motion passed unanimously

Docusign Envelope ID: BC5282EE-CD5C-45FB-B7BF-E24ECCF0C53B

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 October 2nd Open Session Board Meeting.

VIII. NEXT BOARD MEETING

The Association's next open Board meeting will be held October 2, 2024, at 6:00 pm.

IX. ADJOURN

The meeting was adjourned at 6:45PM.

Brian Coates | 10/14/2024

APPROVED | **DATE**