

NEPENTHE ASSOCIATION

Open Session

Nepenthe Clubhouse

February 5 2025 – 6:00 PM



NEPENTHE ASSOCIATION

Open Session

February 5, 2025 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

BOARD OF DIRECTORS MEETING - OPEN SESSION AGENDA

The following items may be addressed in Executive Session in accordance with California Civil Code 4935(a):

- *Litigation*
- *Matters relating to formation of contract with third parties*
- *Member Discipline*
- *Personnel matters*

I. CALL TO ORDER

MEETING PLACE:

1131 Commons Drive, Sacramento, CA 95825

OR

Join Zoom Meeting

<https://us02web.zoom.us/j/88272111861?pwd=aW5pSXZtZXZnNW1lNlBVbE9Qd2pIZz09>

Meeting ID: 882 7211 1861

Passcode: 001131

OR Dial in

+1 669 900 6833

WELCOME: Thank you for attending. This is a business meeting, open to members of the Nepenthe Association and guests of the Board. The Nepenthe Board of Directors is a policy Board, and the role of the General Manager is to oversee the day-to-day operations. The primary purpose of the meeting is to ensure that the Association is meeting its responsibility to provide oversight, maintain the value of the property and to serve homeowners.

PRESIDENT'S MESSAGE

ANNOUNCEMENTS FROM THE BOARD: The Directors will use this time to provide updates and information.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

Background

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on February 4, 2025 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 during the February 4th meeting:

III. REPORTS

A. GENERAL MANAGER'S REPORT

Nicole Marks, General Manager, has submitted the enclosed work order report for January 2025 (Open Work Orders as of 01.31.25) and will provide the Management Report verbally.

Supporting Documents

 [Work Orders \(Portrait\)_012025.pdf](#) 7

B. CONSTRUCTION MANAGER'S REPORT

Construction Manager Paul Reeves' written report is enclosed in the materials for this meeting.

Supporting Documents

 [Nepenthe MR 1 2025 - Google Docs.pdf](#) 24

 [Nepenthe 2 CO 1.24.25.pdf](#) 37

IV. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Architectural Committee.

Supporting Documents

 [2025-01-02 ARC Minutes.docx](#) 44

B. OUTREACH COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Outreach Committee.

Supporting Documents

 [Minutes 12-11-24 Outreach Committee Meeting \(PDF\)..pdf](#) 48

 [Nepenthe Outreach committee meeting, January 16, 2.pdf](#) 51

C. ILS COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the ILS Committee.

Supporting Documents

 [ILS Committee Meeting minutes 12-16-2024.docx](#) 55

 [ILS Committee Meeting minutes 1-13-2024.docx](#) 58

D. GROUNDS COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Grounds Committee.

Supporting Documents

 [Grounds Minutes - December 2024.pdf](#) 62

E. FINANCE COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Finance Committee.

Supporting Documents

 <i>Nepenthe Finance Committee January 21 2025 FINAL.d.docx</i>	65
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F. NOMINATING/ELECTION COMMITTEE

This item serves as a placeholder for the Board to receive, review and discuss any report or update from the Nominating and Election Committees.

V. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 02.05.25

Attached for Board review is correspondence from the Membership to provide comments/feedback.

Supporting Documents

 <i>Letter to the Board - Bonnie Jacobson.pdf</i>	67
 <i>Letter to the Board - Jerry Dunn.pdf</i>	69
 <i>Letter to the Board - Peter Pelkofer.pdf</i>	77
 <i>Letter to the Board - Bill White.docx</i>	79
 <i>Letter to the Board - Bill White (2).png</i>	82
 <i>Letter to the Board - Joel Weeden.pdf</i>	84
 <i>Letter to the Board - Kathryn Schmid.docx</i>	86
 <i>Letter to the Board - Nancy Cooper.pdf</i>	88
 <i>Letter to the Board - Susan Diedrich.pdf</i>	92

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 01.08.25

To promote good communication with homeowners, the Board has made note of the comments and correspondence from the last open sessions and prepared follow up answers and action items. Directors to discuss and determine whether further agenda items are called for.

Responses from the Board for Open Session Board Meetings in December 2024 and January 2025 are attached.

Supporting Documents

 <i>dft 6 final Dec 2024 HO Meeting Response.docx</i>	95
 <i>Final 8Jan HO responses.docx</i>	100

VI. CONSENT CALENDAR

Background

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.

Proposed Resolution

The Board approves Consent Calendar Items A through D as presented.

► Action Required: Board Review & Resolution

A. OPEN SESSION MINUTES - JANUARY 8, 2025

Proposed Resolution

The Board approves the Open Session Minutes dated January 8, 2025 as presented.

Supporting Documents

[OpenSession_01082025_Minutes.pdf](#) 103

► **Action Required:** Board Review & Resolution

B. FINANCIAL STATEMENT - NOVEMBER 2024

Proposed Resolution

The Board accepts the Association’s income statement for November 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 loss of \$68,576.18 and year-to-date reserve funding of \$2,380,206.07 compared to the year-to-date reserve funding budget of \$2,173,204. The actual year-to-date operating expenses were \$2,220,477.48. The budgeted year-to-date operating expenses were \$1,894,035. The association has \$140,199.91 in operating funds, which represents 0.38 months of budgeted expenses and reserve contributions. The association has \$9,256,218.11 in reserve funds.

Supporting Documents

[NEP 11-24 FINANCIAL.pdf](#) 108

C. FINANCIAL STATEMENT - DECEMBER 2024

Proposed Resolution

The Board accepts the Association’s income statement for December 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 loss of \$177,068.21 and year-to-date reserve funding of \$2,429,247.25 compared to the year-to-date reserve funding budget of \$2,370,768. The actual year-to-date operating expenses were \$2,350,115.42. The budgeted year-to-date operating expenses were \$2,066,220. The association has \$89,191.80 in operating funds, which represents 0.24 months of budgeted expenses and reserve contributions. The association has \$8,937,749.74 in reserve funds.

Supporting Documents

[NEP 12-24 FINANCIAL.pdf](#) 118

D. RECORD LIEN RESOLUTION

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.

Proposed Resolution

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
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1/17/25	2058-01	\$3,963.02		
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► **Action Required: Board Review & Resolution**

VII. HOMEOWNER FORUM

In accordance with California Civil Code 4920(a), the Association must post or distribute the agenda for Regular Session Meetings no fewer than four (4) days prior to a Regular Session Meeting. During Homeowner Forum, items not included on the agenda that are raised by homeowners may be briefly responded to by the Board/Management; however, no action may occur with respect to that item unless it is deemed an emergency by the Board of Directors and developed after the agenda was posted and/or distributed. The Board of Directors may refer informational matters and direct administrative tasks to Management and/or contractors. Each homeowner will be given three (3) to five (5) minutes to speak in accordance with the Open Meeting Act, California Civil Code 4920(a), or a total of twenty (20) minutes will be granted for all to address the Board of Directors regarding items of interest or concern.

VIII. NEXT BOARD MEETING

The Association's next open Board meeting will be held March 5, 2025, at 6:00 pm.

IX. ADJOURN

Work Orders (Portrait)_012025.pdf



Work Orders Nepenthe Association

WO#: 1265921	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1113 Commons Dr		Category:	Gate - Back Gate
Date Created: 01/30/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: CPR - "Back gate is hard to close once open. The brown part of the fence connecting to garage, the nails are hanging out/coming away from the wall.			
WO#: 1265332	Status: Open	Progress Code:	Pending Proposal
Unit/Common Area: General		Category:	Asphalt Repairs
Date Created: 01/28/2025	Date Completed:	Vendor:	BREAULT ASPHALT MAINTENANCE
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: Hello, There is another alleyway with a giant pot hole. Would you be able to provide a proposal for repair? Location is the alleyway in front of 1515 University garage. See photo attached.			
WO#: 1265238	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1653 University Ave		Category:	Landscape Request
Date Created: 01/27/2025	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: Mike Please inspect the downspouts of her house . They are at near or at ground level. I think that over time the dirt and debris have caused the ground level to rise. Either the downspouts should be raised and/ or the dirt removed and rock or a splash pad be added. There are a total of 4 downspouts her her home. Update 1.29.2025 - Need rocks under the gutters, w/o changed to Grounds Committee.			
WO#: 1265217	Status: Open	Progress Code:	In-Progress
Unit/Common Area: 9 Colby Ct		Category:	Roof
Date Created: 01/27/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: Advance Roof Please clean the moss growth on the roof. Gutters are full of debris Ther is a damaged shingle middle side of the house Water diverter accumulating debris Exposed fasteners on chimney and metal flashing Damaged ridge caps Thanks			

Report Date : 01/31/2025

Page 1 of 16



Work Orders Nepenthe Association

Work Orders Nepenthe Association

WO#: 1264798	Status: Open	Progress Code:	On hold for further verification
Unit/Common Area: 1449 University Ave		Category:	Common Area
Date Created: 01/24/2025	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: Landscape improvements in front of house and at back fence			
WO#: 1264584	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 507 Dunbarton Cir		Category:	Gate - Back Gate
Date Created: 01/23/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: Cpr The gate is dry rotted and needs full replacement thanks			
WO#: 1264472	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1197 Vanderbilt Way		Category:	Tree Trimming
Date Created: 01/23/2025	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: Carson - "The tree planted in front of our condo needs to have some branches pruned back. It drops leaves and little berries on the walkway which become very slippery when wet. Guests and I have almost fallen. It is an accident waiting to happen."			
WO#: 1264301	Status: Open	Progress Code:	Pending Proposal
Unit/Common Area: General		Category:	Asphalt Repairs
Date Created: 01/22/2025	Date Completed:	Vendor:	BREAULT ASPHALT MAINTENANCE
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: Hello, There is a decent sized chunk missing from the asphalt here creating a pot hole. Would you be able to provide a proposal for repair? Location is the alleyway entrance to 312-322 Elmhurst. See photo attached.			

Work Orders Nepenthe Association

WO#: 1264040	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1449 University Ave		Category:	Handyman
Date Created: 01/21/2025	Date Completed:	Vendor:	ELITE Service Experts
Schedule Completion Date:			
Assigned To:		Phone:	Fax:
Description: Elite - Please install mailbox at 1449 University Ave Thank you			
WO#: 1263370	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 702 Elmhurst Cir		Category:	Handyman
Date Created: 01/16/2025	Date Completed:	Vendor:	ELITE Service Experts
Schedule Completion Date:			
Assigned To:		Phone:	Fax:
Description: Elite - "Mailbox #702 Elmhurst Circle is detached from its post. It is one of 3 mailboxes on the post - and is entirely loose." Please reattached the mailbox			
WO#: 1263306	Status: Open	Progress Code:	Pending Proposal
Unit/Common Area: 509 Elmhurst Cir		Category:	Gate - Back Gate
Date Created: 01/16/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Assigned To:		Phone:	Fax:
Description: CPR Please the check the gate, off the alleyway. Hard to open and close. Ring the doorbell or call at 916 -995-9929 or text Thanks			
WO#: 1263278	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 615 Dunbarton Cir		Category:	Gate - Pedestrian
Date Created: 01/16/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Assigned To:		Phone:	Fax:
Description: CPR There is dry rot on the facia board by the chimney. Please check and send the proposal if needed. Also gate is some issue Thanks			



Work Orders

Nepenthe Association

WO#: 1263220		Status: Open		Progress Code: Pending Proposal	
Unit/Common Area: 2243 Swarthmore Dr				Category: Fences	
Date Created: 01/16/2025		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR Homeowner called, saying some of her fence is dry-rotted. Please check her fence and her gate and let the office know if this can wait until the phase repair. thanks					
WO#: 1262857		Status: Open		Progress Code: Pending Board Decision	
Unit/Common Area: 1473 University Ave				Category: Gate - Back Gate	
Date Created: 01/14/2025		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR - gate is hard to open and close. please check					
WO#: 1262816		Status: Open		Progress Code: In-Progress	
Unit/Common Area: Landscape				Category: Landscape	
Date Created: 01/14/2025		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: 01.14.25 – Per Grounds Committee meeting on December 19th, all irrigation issues will be combined into one work order for evaluation during February’s irrigation walk. This work order contains the following issues: 1039 Commons for corner of Commons/Colby(previous WO#1249160)					
WO#: 1262776		Status: Open		Progress Code: In-Progress	
Unit/Common Area: Landscape				Category: Landscape	
Date Created: 01/14/2025		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: This work order is to track all of the grass issues throughout the community which includes the following areas: 101 Dunbarton (previously WO#1233598), 4 Colby (previously WO#1147579), 1182 Vanderbilt (previously WO#1209969), 320 Elmhurst (previously WO#1243997), 1653 University (previously WO#1243964) Any additional areas will be added to this work order					

Work Orders Nepenthe Association

WO#: 1262499		Status: Open		Progress Code: Pending Proposal	
Unit/Common Area: 701 Dunbarton Cir				Category: Gate - Back Gate	
Date Created: 01/13/2025		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR - Homeowner has issues with gate. Gate is swollen shut and will not move without force. Gate may need an adjustment.					
WO#: 1262480		Status: Open		Progress Code: Received	
Unit/Common Area: 2330 Swarthmore Dr				Category: Landscape Request	
Date Created: 01/13/2025		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Nepenthe Grounds Committee - "My front yard is in desperate need of landscape work. It is simply a pile of dry leaves, dirt, an two dried up small plants that seldom have green leaves. When it rains it becomes a muddy mess. "					
WO#: 1262260		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 310 Elmhurst Cir				Category: Landscape	
Date Created: 01/10/2025		Date Completed:		Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Carson - Someone drove over the planter and broke a raiser, system will be turned on to investigate damage					
WO#: 1262059		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 213 Elmhurst Cir				Category: Landscape	
Date Created: 01/09/2025		Date Completed:		Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Can you please clean up the leaves by the side of this home? Particularly near the HVAC system/fencing, see pictures for reference.					

Work Orders Nepenthe Association

WO#: 1261898		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 704 Dunbarton Cir				Category: Gate - Pedestrian	
Date Created: 01/09/2025		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR Homeowner called regarding her gate that won't latch. please fix her gate and also check the hardware. Thanks					

WO#: 1261341		Status: Open		Progress Code: On hold for further verification	
Unit/Common Area: 710 Dunbarton Cir				Category: Siding	
Date Created: 01/07/2025		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR - Homeowner noticed bubbling in the siding inside patio. Wants in inspection to see if there are any issues with it, or if it needs to be replaced.					

WO#: 1261129		Status: Open		Progress Code: Pending Board Decision	
Unit/Common Area: Clubhouse				Category: Heater	
Date Created: 01/06/2025		Date Completed:		Vendor: FIRST CALL PLUMBING & SEWER SERVICE	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Mike Please put in a circulating pump to try to solve our hot water issue. The WO as discussed will not exceed \$1100. leave the instant heater under the kitchen sink until we are certain the circulating pump solves the hot water problem. Thanks					

WO#: 1260756		Status: Open		Progress Code: Pending Board Decision	
Unit/Common Area: 2317 Swarthmore Dr				Category: Gate - Back Gate	
Date Created: 01/03/2025		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR - "We have waited over a year for siding project to fix gate. Now boards are rotted out and falling down creating opening for criminals. We had a sketchy guy come up to gate at 4am but he saw ring camera and thankfully went away."					

Work Orders Nepenthe Association

WO#: 1260737		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 700 Elmhurst Cir				Category: Pest Control	
Date Created: 01/03/2025		Date Completed:		Vendor: PEST CONTROL CENTER	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Pest Control Center - Homeowner reports moles outside in her yard and would like someone to investigate. NTE; \$150.00 Thanks					
WO#: 1259923		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 1206 Vanderbilt Way				Category: Gutter	
Date Created: 12/27/2024		Date Completed:		Vendor: ADVANCED ROOF DESIGN INC	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Advance Roof This is homeowner's expense. Please provide the proposal for the Gutter which got damaged by the tree in his patio. Thanks					
WO#: 1259896		Status: Open		Progress Code: Pending Board Decision	
Unit/Common Area: 2329 Swarthmore Dr				Category: Gate - Back Gate	
Date Created: 12/27/2024		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR - Back Gate has a broken board on top that needs to be replaced.					
WO#: 1259743		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 2330 Swarthmore Dr				Category: Light Pole	
Date Created: 12/26/2024		Date Completed:		Vendor: RIVER CITY ELECTRIC	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Elite - Lollipop light right in front of 2330 Swarthmore Drive is out. Wires inside pole are burned.					

Work Orders Nepenthe Association

WO#: 1258957		Status: Open		Progress Code: Pending Proposal	
Unit/Common Area: 1045 Vanderbilt Way				Category: Gutter	
Date Created: 12/18/2024		Date Completed:		Vendor: ADVANCED ROOF DESIGN INC	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: advance roof Please fix the gutter. Thank you					
WO#: 1258063		Status: Open		Progress Code: Pending Board Decision	
Unit/Common Area: 812 Dunbarton Cir				Category: Gate-front gate	
Date Created: 12/12/2024		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: cpr Gate on back patio needs to be adjusted.					
WO#: 1257992		Status: Open		Progress Code: In-Progress	
Unit/Common Area: 308 Dunbarton Cir				Category: Gutter	
Date Created: 12/12/2024		Date Completed:		Vendor: ADVANCED ROOF DESIGN INC	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: advance roof Please replace the gutter on the east side of the unit Thanks					
WO#: 1257494		Status: Open		Progress Code: Pending Board Decision	
Unit/Common Area: 719 Dunbarton Cir				Category: Gate - Back Gate	
Date Created: 12/10/2024		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR - Homeowner called about gate that is swollen shut, and he cant open it. Homeowner would like the gate to be fixed soon, due to gutter cleanings happening in his area this week. Thank you					

Work Orders

Nepenthe Association

WO#: 1256948		Status: Open		Progress Code: In-Progress	
Unit/Common Area: 2275 Swarthmore Dr				Category: Fences	
Date Created: 12/05/2024		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: 01.15.25 - Board approved proposal during January Board meeting, will close work order once work is completed per proposal. CPR Please inspect the back fence. According to the homeowner it is falling down. Provide the proposal if it can not wait till next phase repair. Thanks					
WO#: 1256878		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 717 Dunbarton Cir				Category: Siding	
Date Created: 12/05/2024		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR There is dry rot the right of the garage door (around right corner) on bottom. Needs to be fixed and painted Thanks					
WO#: 1256561		Status: Open		Progress Code: Pending Proposal	
Unit/Common Area: 601 Elmhurst Cir				Category: Gate - Back Gate	
Date Created: 12/03/2024		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR - "Front gate is sticking and not closing fully." Could you guys investigate this.					
WO#: 1255675		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 2320 American River Dr				Category: Leak Detection	
Date Created: 11/27/2024		Date Completed:		Vendor: ADVANCED ROOF DESIGN INC	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Advanced Roof Design - Homeowner reported a leak in the upstairs bathroom. The leak seems to be coming down into the vent for the bathroom that blows out to the ceiling.					

Work Orders Nepenthe Association

WO#: 1254397		Status: Open		Progress Code: In-Progress	
Unit/Common Area: 2268 Swarthmore Dr				Category: Siding	
Date Created: 11/19/2024		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: 01.15.25 - Board approved proposal during January Board meeting, will close work order once work is completed per proposal. CPR Please provide us the proposal for Dry Rot around the window and the siding in the patio Thanks					
WO#: 1253538		Status: Open		Progress Code: Pending Proposal	
Unit/Common Area: 1334 Commons Dr				Category: Gate - Back Gate	
Date Created: 11/14/2024		Date Completed:		Vendor: Critical Path Reconstruction Inc	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: CPR - Homeowner reporting issues with gate. Spoke with CPR and they recommended the gate be repaired. Would someone be able to inspect this and make the repairs if necessary.					
WO#: 1253141		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 306 Dunbarton Cir				Category: Landscape Request	
Date Created: 11/13/2024		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Grounds Committee - "Some time ago, azaleas were planted to the right of my front door. Only one survived. I would like to have the azalea replanted."					
WO#: 1252198		Status: Open		Progress Code: Received	
Unit/Common Area: 809 Dunbarton Cir				Category: Landscape Request	
Date Created: 11/08/2024		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Add a short strip of rock to protect siding and window from splashing rain and mud. See request form.					

Work Orders Nepenthe Association

WO#: 1251147		Status: Open		Progress Code: Pending Proposal	
Unit/Common Area: 1423 Commons Dr				Category: Landscape	
Date Created: 11/04/2024		Date Completed:		Vendor: *FRANK CARSON LANDSCAPE & MAINTENANCE INC.	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: 01.14.25 - Proposal to be modified and re-reviewed by the Board during the February board meeting 11.26.24 - Proposal received from Carson, pending review/approval of Grounds Committee then it will go to the Board of Directors for final approval This work order is to track the proposal request from Carson for the following: -Removing some of the larger rocks, grading the area, installing small gravel rock to create path for trashcans and moving the plants along the fence line about 12-18 inches to the left.					
WO#: 1249646		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 1257 Vanderbilt Way				Category: Landscape Request	
Date Created: 10/28/2024		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Grounds Committee - "The front of our condo is really bare. I'm requesting that rocks be filled in."					
WO#: 1249091		Status: Open		Progress Code: Received	
Unit/Common Area: 1318 Vanderbilt Way				Category: Landscape	
Date Created: 10/24/2024		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: The area in photos between alley and front door 1318 Vanderbilt has been an eyesore for 15 years. Bare ground, debris/litter. If it is to remain a barren wasteland at least make it a clean barren wasteland. It is cleaned by residents periodically but mostly ignored.					
WO#: 1248845		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 2260 Swarthmore Dr				Category: Landscape Request	
Date Created: 10/23/2024		Date Completed:		Vendor: THE GROVE TOTAL TREE CARE	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	

Work Orders

Nepenthe Association

Description: Grove - "Please evaluate for removal of the two Deodar Cedar trees in front of our property. They are less than 20ft from the building, heavily pruned with the largest branches over the roof, roots impact the sidewalk. I'm concerned about my liability if any large branches or a tree hits our property."			
WO#: 1248489	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 710 Elmhurst Cir		Category:	Landscape Request
Date Created: 10/22/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Assigned To:		Phone:	Fax:
Description: Grounds Committee - Homeowner called to report dead plants and ivy by the driveway in the alley of her unit. Wants plants and ivy replaced. Thank you			
WO#: 1245602	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 606 Elmhurst Cir		Category:	Landscape Request
Date Created: 10/08/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Assigned To:		Phone:	Fax:
Description: Grounds Committee - "The attached photos show a plant that has become a nuisance. Not only is it out of place where it is, it is encroaching on the dogwood; but it is an aphid magnet. - see cobwebs. It has no place where it is. Both neighbor (604 Elmhurst) and I want it gone."			
WO#: 1244838	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1449 University Ave		Category:	Landscape Request
Date Created: 10/04/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Assigned To:		Phone:	Fax:
Description: Grounds Committee - "Some plants died and were removed by our front walkway and some grass is currently dying. Is it possible to have these replaced? I would like to improve the appearance to our front door with attractive, healthier plants and make sure the drip system is working correctly. I would be happy to plant them myself as I have been an avid gardener."			

Work Orders

Nepenthe Association

WO#: 1241638		Status: Open		Progress Code: Received	
Unit/Common Area: Trees				Category: Tree Evaluation	
Date Created: 09/20/2024		Date Completed:		Vendor: THE GROVE TOTAL TREE CARE	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description:		The Grove - This work order was created from the list of trees near chimneys mentioned in the 9.19.2024 Grounds Committee Meeting to be inspected for fire hazards. Zone 1: 2320 American River Dr 2300 American River Dr Zone 2: 1312 Vanderbilt 1106 Vanderbilt Zone 3: 2328 Swarthmore 2318 Swarthmore 503 Dunbarton 511 Dunbarton 603 Dunbarton 609 Dunbarton 803 Dunbarton 809 Dunbarton 815 Dunbarton 901 Dunbarton 1109 Dunbarton 303 Dunbarton 203 Dunbarton 109 Dunbarton 1363 Commons Zone 4: 712 Dunbarton 708 Dunbarton 720 Dunbarton 1100 Dunbarton 1112 Dunbarton 204 Dunbarton Zone 5: 1410 Commons 1245 Vanderbilt 703 Elmhurst 701 Elmhurst 611 Elmhurst 505 Elmhurst 1217 Vanderbilt Zone 6: 712 Elmhurst 610 Elmhurst 810 Elmhurst 606 Elmhurst 508 Elmhurst 500 Elmhurst 502 Elmhurst 324 Elmhurst 210 Elmhurst 100 Elmhurst Zone 7: 1527 University			
WO#: 1240712		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 1403 Commons Dr				Category: Landscape Request	
Date Created: 09/17/2024		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description:		Grounds Committee - "A yellow lucky lantern abutilon plant (I think it is correct name!) has been slowly losing branches/flowers due to turkeys & workers brushing up against it + rainy/windy days. This past summer the dry rot work, power washing & painting caused many more broken branches. It is a spindly vulnerable plant held up by the brick wall in front of it. (See attached pictures) We request 1 to 2 plants to replace it. Thank you!"			
WO#: 1239620		Status: Open		Progress Code: Received	
Unit/Common Area: 813 Dunbarton Cir				Category: Landscape Request	
Date Created: 09/11/2024		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description:		Grounds Committee - "Location Request is directly in front of front porch on either side. Please: 1) Remove two bush stumps, One on either side of sidewalk. 2) Plant various plants along right side of sidewalk. Area can b every hot and sunny during summer. In the fall it is shady stating around noon" Thank you			



Work Orders

Nepenthe Association

WO#: 1236920		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 307 Dunbarton Cir				Category: Landscape Request	
Date Created: 08/30/2024		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Grounds Committee - " I have an urgent discussion regarding the amount and location of the plat "heavenly bamboo" that surrounds my property. THERE ARE 17 of the "heavenly bamboo" !!! more than any property that we seen around DUNBARTON CIRCLE. I request that the plants which we took down NOT BE REPLACED. We were fined for cutting back a few of them that were growing into the beautiful ornamental plants that sit closer to the street, The bamboo plants were falling forward, the whole area was a hot mess. Now, with the bamboo plants removed the ornamental plants look lovely. I also would like the 2 heavenly bamboo on either side of my gate removed. They send runners onto my yard and cover the door bell. " Thank you					
WO#: 1235145		Status: Open		Progress Code: Request Sent	
Unit/Common Area: 1317 Vanderbilt Way				Category: Landscape Request	
Date Created: 08/22/2024		Date Completed:		Vendor: Nepenthe Grounds Committee	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: Grounds Committee "My beautiful Japanese maple got destroyed during a storm. I was told by my zone steward I was getting a redbud maple. Oscar came by and was instructed to plant more ivy in the small hole where the stump was. Its only about 18in in diameter and the existing ivy will grow over it, so not sure why he needed to plant more. Regardless, I want a tree there there. The landscaping along our row of homes looks terrible, even though some of it was redone recently. I think the reason my house sat on the market so long was because of the bad curb appeal. He also mentioned rocks. I don't mind them by the drain but don't want a rock necklace at my foundation as its unnecessary. "					
WO#: 1233351		Status: Open		Progress Code: Pending Proposal	
Unit/Common Area: 1461 University Ave				Category: Landscape Request	
Date Created: 08/15/2024		Date Completed:		Vendor:	
Schedule Completion Date:					
Assigned To:		Phone:		Fax:	
Description: 01.14.25 - Proposal to be modified and re-reviewed by the Board during the February board meeting 11.26.24 - Proposal received from Carson, pending review/approval of Grounds Committee then it will go to the Board of Directors for final approval Grounds Committee The unit 1455 University had two shrubs removed in order for their HVAC to be moved. Homeowner at 1461 University is requesting new plants on the right side of her gate where the shrubs were removed.					



Work Orders Nepenthe Association

WO#: 1229560	Status: Open	Progress Code:	Received
Unit/Common Area: 310 Elmhurst Cir		Category:	Landscape
Date Created: 07/31/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: Grounds- Carson Bark needs to be replaced behind 310 Elmhurst thanks			
WO#: 1207993	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1426 Commons Dr		Category:	Landscape Request
Date Created: 05/02/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: 01.14.25 - Carson, please hard prune like a bush to allow visual out of window on home. Thank you.			
WO#: 1198709	Status: Open	Progress Code:	In-Progress
Unit/Common Area: 1012 Dunbarton Cir		Category:	Landscape
Date Created: 03/15/2024	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Assigned To:	Phone:	Fax:	
Description: 01.15.25 - Carson - please plant dwarf red dragon maple tree per the attached signed proposal, not to exceed \$745			

Nepenthe MR 1 2025 - Google Docs.pdf



Dry Rot and Painting Project

Phase One 2022-2023-2024

Phase Two 2024-2025

Phase Three 2025- 2027

Monthly Project Report For January 2025

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA



1. Happy New Year.	
2. Phase #2 Update	3
3. Phase #3 Update	4
3. Phase #2 Cost Management	5
6. Phase #2 Invoice Control	6-12

Scope Management (Change order logs) was moved to separate attachments.

Happy New Year! I hope everyone enjoyed the holidays.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA



Phase #2.

We are halfway through phase #2 with our siding trim and fence repairs. CPR, our siding, trim, and fencing contractor, is more than a month ahead of schedule. We had good weather after the rain in late November and early December, so the carpenters could keep working. They are working to see how far ahead they can get before more rains start. CPR is currently working on 700 - 800 Elmhurst. Painters have painted up to 600 Elmhurst.

I have been comparing our phase two inspections from April 2023 to the current condition of the buildings. Fencing has seen the most significant change. See phase #2, cost management, on page 6. Fences we might have been able to repair in 2023 now have framing damage and need more extensive repairs. Fences I thought when we did the inspections I thought would need replacement are only needing repairs. I will follow this closely and keep the monthly report updated. Cost management for phase two is on page 5 of this report. Invoice control is on pages 6-12. The phase two change order log dated 1/24/25 will be a separate attachment.

Progressive Painting had caught up to the siding repairs before the rain started in December. The carpenters continued to work even in light rain. Progressive Painting restarted mid-January had two crews on site and caught up to the carpentry crew by the end of January. .

Budgeting: The **\$1,404,155.23** invoiced for siding, trim, and fences is for 114 homes, which is \$12,317.15 for each home. Over 22 weeks, this is \$63,825.24 a week. They are completing 5.4 homes a week. With 98 homes left, it would take 18 weeks for siding, trim, and fence repairs. This will change due to staffing and weather. This is for budgeting only.

Painters have invoiced \$174,300.00 for 84 homes painted, \$2,075 per home. There are no change orders from the painters.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA



Phase #3.

Now that we are halfway through phase #2. We should look at the timeline for phase #3.

I recommend inspections in March/ April of 2025 to develop the scope of work.

I will have a scope of work and a request for proposals for the board to vote on at the May 2025 board meeting.

Contractor job walks in May 2025. With proposals due to Nicole and me by June 15th, 2025. I will have them ready for the board to vote on the contractor(s) for the July 2025 board meeting.

With a phase #3 start date as soon as phase #2 is completed. August/ September of 2025.

We have been getting requests from homeowners concerned about the dry rot damage they see. Suppose there is a high likelihood of water getting in this year. I have been inspecting them and getting estimates for repairs. Then, ask for approval to repair. If they can wait until their repairs are scheduled in phase #3, I will put them on a watch list and look at them in the spring of 2025.

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA

**Cost Management- Phase #2.**

Total Contract Amount

Contractor Code	Scope	Budget Value (\$)	Change Orders Value (\$)	Permits Value (\$)	Invoiced Value (\$)	Value Paid (\$)
CPR Construction	Original Contract Siding & Trim	\$1,465,021.00			Includes Change Orders Invoiced \$1,404,155.23	\$1,240,078.37
CPR Construction	Change Orders Siding & Trim		\$92,954.54			
CPR Construction	Original Contract Fencing	\$588,599.00				
CPR Construction	Change Orders Fencing		\$108,367.59			
CPR Construction	Total Retention to date	\$119,600.35				
CPR Construction	Total Retention Invoiced	\$81,369.60			Included Above	Included Above
CPR Construction	Permits			\$20,397.78	Included Above	Included Above
Progressive Painting	Painting Original Contract	\$439,900.00			\$174,300.00	\$153,550.00
	TOTAL PAID TO ALL ABOVE				Invoiced Value \$1,578,455.23	Value Paid \$1,393,628.37

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA

**Invoice Control Phase #2.**

Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Mobilization	1405	See Details on the invoice	\$205,362.00	Work Started	APPROVED	PAID
CPR Construction	Siding, trim & Fences	1427	See Details on the invoice	\$28,076.49	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim & Fences	1441	See Details on the invoice	\$36,362.01	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim, & Fences Include the first set of permits.	1445	See Details on the invoice	\$96,494.49	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim & Fences	1446	See Details on the invoice	\$50,910.18	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim & Fences	1452	See Details on the invoice	\$49,865.79	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding, trim, & Fences Includes 2 round of permits.	1457	See Details on the invoice	\$41,815.12	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim & Fences	1459	See Details on the invoice	\$69,354.89	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim & Fences	1466	See Details on the invoice	\$44,976.34	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim & Fences	1473	See Details on the invoice	\$51,988.37	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim & Fences	1478	See Details on the invoice	\$53,874.70	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1479	See Details on the invoice	\$64,548.90	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Fences	1479	See Details on the invoice	\$19,523.75	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1483	See Details on the invoice	\$36,395.70	COMPLETE	APPROVED	PAID
CPR Construction	Fences	1484	See Details on the invoice	\$22,178.57	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1488	See Details on the invoice	\$38,496.70	COMPLETE	APPROVED	PAID
CPR Construction	Fences	1489	See Details on the invoice	\$22,669.57	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1496	See Details on the invoice	\$40,797.52	COMPLETE	APPROVED	PAID
CPR Construction	Fences	1497	See Details on the invoice	\$11,262.90	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Fences	1498	See Details on the invoice	\$3,050.41	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1499	See Details on the invoice	\$8,143.79	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1501	See Details on the invoice	\$14,310.92	COMPLETE	APPROVED	PAID
CPR Construction	Fences	1502	See Details on the invoice	\$15,924.97	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1504	See Details on the invoice	\$38,769.58	COMPLETE	APPROVED	PAID
CPR Construction	Fences	1505	See Details on the invoice	\$13,843.41	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1510	See Details on the invoice	\$61,755.18	COMPLETE	APPROVED	PAID
CPR Construction	Fences	1511	See Details on the invoice	\$21,635.05	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
CPR Construction	Siding, trim	1518	See Details on the invoice	\$30,885.72	COMPLETE	APPROVED	PAID
CPR Construction	Fences	1519	See Details on the invoice	\$18,375.22	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1522	See Details on the invoice	\$45,377.06	COMPLETE	APPROVED	PENDING
CPR Construction	Fences	1523	See Details on the invoice	\$15,625.95	COMPLETE	APPROVED	PENDING
CPR Construction	Siding, trim	1524	See Details on the invoice	\$38,609.16	COMPLETE	APPROVED	PENDING
CPR Construction	Siding, trim	1537	See Details on the invoice	\$44,168.47	COMPLETE	APPROVED	PENDING
CPR Construction	Fences	1538	See Details on the invoice	\$20,296.22	COMPLETE	APPROVED	PENDING
Progressive Painting	Paint	#17528	Painting	\$26,975.00	COMPLETE	APPROVED	PAID

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting

Phase One 2022-2023-202

Phase Two 2024-2025

Location: Sacramento, CA



Contractor	Scope	IN#	Description	Value	Status of Work	Status of Invoice	Status of Payment
Progressive Painting	Paint	#17530	Painting	\$16,600.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17537	Painting	\$26,975.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17540	Painting	\$26,975.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17542	Painting	\$16,600.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17543	Painting	\$20,750.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17553	Painting	\$18,675.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17560	Painting	\$20,750.00	COMPLETE	APPROVED	PENDING

Reeves Construction, Inc.

Project: Nepenthe Dry Rot and Painting
Phase One 2022-2023-202
Phase Two 2024-2025
Location: Sacramento, CA



			TOTAL APPROVED	\$1,578, 455.23			
			TOTAL APPROVED, NOT PAID	\$184,826.86			
			TOTAL PAID	\$1,393,628.37			

End Report.

Nepenthe 2 CO 1.24.25.pdf



12394 Cannon Way
Grass Valley, CA 95949
(916) 229-2594
bill@cprecon.com

Date: January 24, 2025
Property Name: Nepenthe HOA Phase 2
Contact: Nicole Marks
Company: First Service Residential

CHANGE ORDER LOG

COR #	LOCATION	PENDING	DECLINED	APPROVED	NOTES
COR #01	1372 Commons			\$4,621.34	Fence Repairs
COR #02	1366 Commons			\$572.18	Siding and Trim
COR #03	1396 Commons			\$3,925.91	Fence Repairs
COR #04	1312 Vanderbilt			\$214.94	Fence Repairs
COR #05	1318 Vanderbilt			\$1,347.23	Fence Repairs
COR #06	1342 Vanderbilt			\$4,542.75	Fence Repairs
COR #07	1336 Commons			\$1,550.63	Siding and Trim
COR #08	1318 Vanderbilt			\$165.48	Siding and Trim
COR #09	1372 Commons			\$723.51	Siding and Trim
COR #10	1396 Commons			\$911.87	Insulation
COR #11	1260 Vanderbilt			\$3,694.34	Fence Repairs
COR #12	1268, 1276, 1284 and 1296 Vanderbilt			\$969.42	Fence Repairs
COR #13	1212 Vanderbilt			\$3,752.25	Fence Repairs
COR #14	1251/1257 Vanderbilt			\$575.34	Fence Repairs
COR #15	1336/1330 Vanderbilt			\$1,340.05	Fence Repairs
COR #16	1268 Vanderbilt			\$2,246.30	Siding and Trim
COR #17	1276 Vanderbilt			\$400.90	Siding and Trim
COR #18	1284 Vanderbilt			\$352.20	Siding and Trim
COR #19	1292 Vanderbilt			\$381.29	Siding and Trim
COR #20	Multiple Locations			\$4,995.12	Permits
COR #21	1212 Vanderbilt			\$2,055.28	Siding and Trim
COR #22	1248 Vanderbilt			\$238.18	Siding and Trim
COR #23	1218-1236 Vanderbilt		\$5,453.61		Fence Repairs
COR #23 REVISED	1218-1236 Vanderbilt			\$7,326.02	Fence Repairs
COR #24	1218 Vanderbilt			\$394.19	Siding and Trim

COR #25	1224 Vanderbilt			\$805.63	Siding and Trim
COR #26	1230 Vanderbilt			\$2,181.95	Siding and Trim
COR #27	1236 Vanderbilt			\$2,804.46	Siding and Trim
COR #28	1106 and 1112 Vanderbilt			\$204.23	Fence Repairs
COR #29	1146, 1152, 1158, 1164, 1170 and 1176 Vanderbilt			\$14,088.93	Fence Repairs
COR #30	1260 Vanderbilt			\$354.07	Siding and Trim
COR #31	1230-1236 Vanderbilt			\$2,068.15	Siding and Trim
COR #32	1130 Vanderbilt			\$576.42	Siding and Trim
COR #33	1118-1136 Vanderbilt			\$6,343.68	Fence Repairs
COR #34	1115 Commons			\$485.69	Siding and Trim
COR #35	Multiple Locations			\$2,708.56	Permits
COR #36	1115 Commons Supplemental			\$733.79	Siding and Trim
COR #37	1106 Vanderbilt			\$560.33	Siding and Trim
COR #38	1112 Vanderbilt			\$599.97	Siding and Trim
COR #39	1066 Vanderbilt			\$1,748.58	Fence Repairs
COR #40 REVISED	1016 Vanderbilt			\$106.73	Fence Repairs
COR #41	1056/1046 Vanderbilt			\$2,401.19	Fence Repairs
COR #42	1005 Vanderbilt			\$7,848.36	Fence Repairs
COR #43	1025 Vanderbilt			\$6,567.86	Fence Repairs
COR #44	1056 Vanderbilt			\$734.22	Fence Repairs
COR #45	1056 Vanderbilt			\$1,126.22	Siding and Trim
COR #46	1036 & 1006 Vanderbilt			-\$17.28	Fence Repairs
COR #47	1015 Vanderbilt			\$845.90	Siding and Trim
COR #48	1025 Vanderbilt			\$957.50	Siding and Trim
COR #49	1016 Vanderbilt			\$503.27	Siding and Trim
COR #50	1066 Vanderbilt			\$527.00	Siding and Trim
COR #51	1006 Vanderbilt			\$641.17	Siding and Trim
COR #52	106 Elmhurst			\$371.81	Siding and Trim
COR #53	2315 Swarthmore			\$1,722.82	Siding and Trim
COR #54	108 Elmhurst			\$855.24	Siding and Trim

COR #55	1025 Vanderbilt Rear Patio			\$3,066.26	Fence Repairs
COR #56	100 Elmhurst			\$7,085.81	Fence Repairs
COR #57 CREDIT	102 Elmhurst			-\$2,391.81	Fence Repairs
COR #58	104 Elmhurst			\$1,317.80	Fence Repairs
COR #59	106 Elmhurst			\$312.60	Fence Repairs
COR #60 CREDIT	108 Elmhurst			-\$3,093.36	Fence Repairs
COR #61 CREDIT	200 Elmhurst			-\$1,223.69	Fence Repairs
COR #62	1006 Vanderbilt			\$1,252.71	Siding and Trim
COR #63	204 Elmhurst			\$2,994.48	Fence Repairs
COR #64	1236 Vanderbilt			\$317.99	Fence Repairs
COR #65	100 Elmhurst			\$598.00	Siding and Trim
COR #66	102 Elmhurst			\$346.95	Siding and Trim
COR #67	202 Elmhurst			\$1,324.86	Siding and Trim
COR #68	108 Elmhurst			\$346.95	Siding and Trim
COR #69	106 Elmhurst			\$943.95	Siding and Trim
COR #70	1164 Vanderbilt			\$624.66	Siding and Trim
COR #71	200 Elmhurst			\$334.38	Siding and Trim
COR #72	204 Elmhurst			\$1,625.10	Siding and Trim
COR #73	202 Elmhurst			-\$8,119.70	Credit for Fence Repairs
COR #74	204 Elmhurst			-\$336.80	Credit for Fence Repairs
COR #75	206 Elmhurst			-\$837.30	Credit for Fence Repairs
COR #76	Multiple Locations			\$4,200.78	Permits
COR #77	206 Elmhurst			\$428.68	Siding and Trim
COR #78	312 Elmhurst			\$1,726.88	Fence Repairs
COR #79	314 Elmhurst			-\$2,569.58	Credit for Fence Repairs
COR #80	316 Elmhurst			-\$1,869.81	Credit for Fence Repairs
COR #81	322 Elmhurst			-\$2,271.76	Credit for Fence Repairs
COR #82	324 Elmhurst			\$1,198.99	Fence Repairs

COR #83	300 Elmhurst			\$601.73	Siding and Trim
COR #84	304 Elmhurst			\$325.27	Siding and Trim
COR #85	306 Elmhurst			\$1,134.83	Siding and Trim
COR #86	308 Elmhurst			\$799.78	Siding and Trim
COR #87	310 Elmhurst			\$1,079.04	Siding and Trim
COR #88	326 Elmhurst			-\$2,905.52	Credit for Fence Repairs
COR #89	404 Elmhurst			\$143.44	Fence Repairs
COR #90	406 Elmhurst			-\$3,993.70	Credit for Fence Repairs
COR #91	408 Elmhurst			\$1,866.63	Fence Repairs
COR #92	208 Elmhurst			-\$10,057.57	Credit for Fence Repairs
COR #93	210 Elmhurst			-\$9,739.59	Credit for Fence Repairs
COR #94	314 Elmhurst Cir.			\$1,810.52	Siding and Trim
COR #95	316 Elmhurst Cir.			\$1,316.31	Siding and Trim
COR #96	318 Elmhurst Cir.			\$1,462.97	Siding and Trim
COR #97	322 Elmhurst Cir.			\$1,149.47	Siding and Trim
COR #98	1025 Vanderbilt			\$1,852.22	Siding and Trim
COR #99	410 Elmhurst Cir.			\$765.41	Fence Repairs
COR #100	326 Elmhurst Cir.			\$1,528.28	Siding and Trim
COR #101	328 Elmhurst Cir.			\$406.16	Siding and Trim
COR #102	400 Elmhurst Cir.			\$732.77	Siding and Trim
COR #103	402 Elmhurst Cir.			\$1,065.14	Siding and Trim
COR #104	1025 Vanderbilt			\$386.24	Siding and Trim
COR #105	406 Elmhurst Cir.			\$568.24	Siding & Trim - Asbestos/Lead Testing
COR #106	504 Elmhurst Cir.			\$3,167.98	Fence Repairs
COR #107	508 Elmhurst Cir.			\$4,158.63	Fence Repairs
COR #108	1312 Vanderbilt			\$568.24	Siding & Trim - Asbestos/Lead Testing
COR #109	502 Elmhurst Cir.			\$665.50	Fence Repairs
COR #110	614 Elmhurst Cir.			\$2,009.40	Fence Repairs
COR #111	Multiple Locations			\$4,308.33	Permits
COR #112	1312 Vanderbilt		\$4,668.47		Abatement
COR #113	406 Elmhurst Cir.		\$3,244.47		Abatement

COR #114	604 Elmhurst Cir.			\$665.50	Fence Repairs
COR #115	404 Elmhurst Cir.			\$6,038.18	Siding and Trim
COR #116	408 Elmhurst Cir.			\$3,277.55	Siding and Trim
COR #117	410 Elmhurst Cir.			\$1,858.23	Siding and Trim
COR #118	412 Elmhurst Cir.			\$358.62	Siding and Trim
COR #119	700 Elmhurst			\$7,083.65	Fence Repairs
COR #120	702 Elmhurst			\$787.26	Fence Repairs
COR #121	704 Elmhurst			\$2,121.83	Fence Repairs
COR #122	706 Elmhurst			\$3,892.75	Fence Repairs
COR #123	708 Elmhurst			\$3,365.44	Fence Repairs
COR #124	712 Elmhurst			\$1,427.12	Fence Repairs
COR #125	714 Elmhurst			\$2,324.12	Fence Repairs
COR #126	722 Elmhurst			\$7,603.42	Fence Repairs
COR #127	720 Elmhurst			\$1,161.09	Fence Repairs
COR #128	500 Elmhurst			\$698.58	Siding and Trim
COR #129	502 Elmhurst			\$772.04	Siding and Trim
COR #130	504 Elmhurst			\$1,318.02	Siding and Trim
COR #131	600 Elmhurst			\$352.20	Siding and Trim
COR #132	602 Elmhurst			\$1,197.32	Siding and Trim
COR #133	604 Elmhurst			\$1,404.38	Siding and Trim
COR #134	606 Elmhurst			\$1,904.66	Siding and Trim
COR #135	608 Elmhurst			\$305.66	Siding and Trim
COR #136	614 Elmhurst			\$2,199.59	Siding and Trim
COR #137	800 Elmhurst			\$5,645.18	Fence Repairs
COR #138	808 Elmhurst			\$1,409.09	Fence Repairs
COR #139	13 Colby Ct.			\$11,103.52	Siding and Trim
COR #140	13 Colby Ct.			\$6,185.96	Fence Repairs
COR #141	Multiple Locations			\$4,184.99	Permits
COR #142	810 Elmhurst			\$617.52	Fence Repairs
COR #143	814 Elmhurst			\$2,344.40	Fence Repairs
COR #144 Credit	1420 Commons			-\$3,093.96	Fence Repairs
COR #145	610 Elmhurst	\$8,137.98			Siding and Trim
COR #146	13 Colby Ct.	\$930.80			Siding and Trim
COR #147	616 Elmhurst	\$1,225.03			Siding and Trim
COR #148	618 Elmhurst	\$650.54			Siding and Trim
COR #149	506 Elmhurst	\$620.81			Siding and Trim

COR #150	406 Elmhurst	\$1,713.94			Siding and Trim
COR #151	702 Elmhurst	\$1,428.09			Siding and Trim
COR #152	700 Elmhurst	\$3,235.47			Siding and Trim
TOTALS		\$17,942.66	\$13,366.55	\$203,777.25	
TOTAL ORIGINAL CONTRACT AMOUNT				\$2,053,620.00	
TOTAL ADJUSTED CONTRACT AMOUNT				\$2,257,397.25	

APPROVED FENCE AND SIDING AND TRIM

Fence C/O's	\$108,367.59
Siding and Trim C/O's	\$75,011.88
Permits	\$20,397.78
Grand Total Repairs	\$2,257,397.25

2025-01-02 ARC Minutes.docx

NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES
Thursday, January 2, 2024
4:30 P.M.

The January 2, 2025, Thursday, 4:30 pm meeting was canceled because of lack of business, leading to this month's business being conducted via email only.

Members participating: Alan Watters, chairperson; Allen Davenport; Paul Serafimidis.

Also copied: Nina White, Board Liaison.

A. Introductions: Director Nina White has been appointed as the new Board Liaison.

B.1. Homeowner requests not voted on:

Note: Applications B.1.1 through B.1.3 for 2316 Swarthmore Drive, with 60 days having elapsed since they were submitted, expired while the ARC was waiting for information and diagrams asked for.

1. **2316 Swarthmore Drive – Trellis replacement.** There exists an overhead trellis over the patio attached on three sides, with several of the timbers cracked; however, it is not one of Nepenthe's two standard designs, nor is there a record of approval for this design. The homeowner has been informed that she will need to have her architect or contractor submit a diagram documenting the new trellis design.
2. **2316 Swarthmore Drive – Patio hardscape replacement:** The patio foundation is to be constructed with 4" of compacted road base covered with 4" of concrete. Also to be installed are area drains and buried drain extensions that would drain out into the alley. The Committee has asked for specs and a drawing to show the location of these buried drains.
3. **2316 Swarthmore Drive – Garden features:** requested is installation of four ornamental vertical screens and a bench. The Committee has asked a question about the feasibility of making the screens removeable.
4. **1000 Dunbarton Circle --** Solar-energy photovoltaic system installed. Requested for this 5500A model is approval of solar generating system installed last fall. Matter referred to management. Please see Appendix A.
5. **1037 Commons Drive --** An emergency HVAC replacement application was submitted. Upon closer inspection, it was determined that the work being done was only a repair to the existing system; thus, no approval was necessary. The ARC requested that the application be nullified.

B.2. Homeowner Requests Recommended to be Approved: (With conditions if so noted; with all votes unanimous unless otherwise noted.) none.

B.2.A. Homeowner Requests Approved via Emergency Approvals: none.

B.2.B. Homeowner Requests Not Recommended for Approval: none.

C. Old Business: None.

D. New Business: None.

E. Estoppel Inspections: One inspection was conducted by Committee members.

F. Notices of Completion: Some signed.

Respectfully submitted, Alan Watters, chair

Addendum A: Summary of 1000 Dunbarton Circle application

To the Board of Directors

From the Architectural Review Committee

January 6, 2025

Re: Application for installation of solar-generating PV system for 1000 Dunbarton Circle.

The Architectural Review Committee will not be recommending approval for this application. The installation was performed probably in November. The ARC received the incomplete application on December 23, 2024.

Problems with the application or installation:

1. No elevation drawing provided.
2. Missing insurance certificate.
3. Project was started and completed without prior HOA review or approval.
4. Improper equipment/conduit installation: The solar generating panels on the two faces of the house's roof seem to have wiring connections directly through the roof so that there is no conduit running on the exterior. The solar panels on the (shed) roof of the garage appear to have wiring connections running through conduit mounted on the exterior near the circuit breaker and new hardware for the system. Such a conduit was avoided in the installation at 302 Elmhurst Circle (approved Oct., 2024) by the same manufacturer and/or contractor.
5. There was a City building department permit created on October 31, 2024. However, there were correction notices issued Dec. 20, 2024 for building and electrical inspection, which have not been inspected yet.

Submitted by Alan Watters, ARC chair

Minutes 12-11-24 Outreach Committee Meeting (PDF)..pdf

Nepenthe Outreach Committee Meeting Minutes
December 11, 2024
4:00PM
Nepenthe Clubhouse

Present:

Marcy Best, Chair
Ann Bennett
Jan Beale
Pat Furukawa
Gerry Gelfand
Tonae Hasik
Lora Slevin
Theresa McCrackin
Ann Pasiuk
Nina White, Board Liaison

Not Present:

Bonnie Jacobson
Carol Duke

Guests:

Karen Lowrey
John Baker
Catharine Ridgeway

The meeting was called to order at 4:00PM by Chair, **Marcy Best**.

The minutes for the November 13, 2024 meeting were not addressed.

Christmas Party Planning

From the RSVP list, **Gerry** estimated that about 70 people would be in attendance. She also said that she and **Tonae** had food purchases well-in-hand.

There was still a need for people to put food trays together. The following people volunteered: **Pat, Ann Pasiuk, Catharine, Tonae, John, and Jan. Marcy** suggested that tray organizers could also be food servers. Food preparation will begin at 5:15.

Ann Pasiuk will provide distinctive headbands for the servers, and **Kathryn Schmid** will provide headbands for the bartenders.

Marcy explained that the party will begin at 6 PM, at which time the bar will be open. Musicians will play for the first half hour, and food service will begin at 6:30. A variety of drinks, including mixed drinks, will be served. Karen said that we had enough beer on hand for the party. Members helped **Lora** complete a shopping list for the remaining bar supplies.

This year, glass plates will be used, so there will be a need for someone to collect, rinse, and stack used plates as they become available. A group of people will be needed to finish clean-up duties on the morning following the party.

Foods to be Served

Meatballs	Spanikopita
Puff Pastry Bites	Veggie Tray
Shrimp	Cheesecake
2 other items from Costco	Cookies
Cupcakes	

Jan and **Theresa** are assigned to the welcome desk. A third person from the serving crew will be needed to provide guests with tags and instructions for the “Guess Who You Are” game.

After much discussion, the location for the bar was determined to be the southwest corner of the lounge. Musicians will play at the east end of the lounge.

Gerry was concerned about the amount of preparation that needs to be done on Saturday. Marcy volunteered to open the clubhouse at 1 PM so that furniture set-up and other tasks could be completed before the 5:15 preparation time.

Joan and Peter will be bringing high-top tables.

2025 Christmas Party

A clubhouse reservation has been made for next year’s Christmas Party: **Saturday, December 13, 2025.**

New Year’s Eve Party

December 31, 7- 9 PM

The New Year’s Eve party this year will be very casual—Bring your own beverage and a food item to share.

January Afternoon Bunco

The next Bunco date will be January 23 at **2:00.**

Future Business

One of the meeting agenda items for January will be: Winter Community Activities for 2025.

With no further business, the meeting was adjourned at 4:50PM.

Respectfully submitted,

Theresa McCrackin, Secretary in Bonnie Jacobson’s absence

Next Outreach Committee Meeting:

Wednesday, January 8, 2025

Nepenthe Clubhouse at 4:00PM

Nepenthe Outreach committee meeting, January 16, 2.pdf

Nepenthe Outreach Committee Minutes
January 15, 2025
4:00 PM
Nepenthe Clubhouse

Present:

Gerry Gelfand, acting Chair in Marcy's absence
Bonnie Jacobson, Secretary
Pat Furukawa, Treasurer
Tonaë Hasik, Campus Commons liason
Joan Barrett
Lora Slevin
Kathryn Schmid
Jan Beale
Bill White
Yvonne Del Biaggio

Guests:

Ann Pasiuk
Dale Shaw
Catharine Ridgeway

Absent:

Marcy Best
Carol Duke
Theresa McCrackin
Peter Lewicki, Board liason

There were no changes to the December 2024 minutes

Old Business:

Holiday party recap: (12/16/24)

Committee discussion determined the event was a success with approximately 85 people in attendance. The following comments were noted for next year's party:

--we need more non-alcoholic beverage options
--guests suggested a tip jar at the bartender table
--consider more non-heated food choices to avoid a backlog of heated food waiting for the oven

New Year's Party recap:

Committee discussion determined the event was well-received. Members who attended noted that round tables worked well to display the food, and hot chocolate was popular but few were interested in the popcorn.

Bunco will take place on 1/23 at 2:00 PM at the clubhouse.

New Business:

2025 Event calendar: Gerry facilitated committee discussion that identified the following events for 2025:

Spring Egg Hunt—4/19

Annual Membership meeting—5/28

Cinco de Mayo—5/3, 7:00-9:00 PM

Music by the Pool—6/1, 9/7

4th of July parade

Halloween Trunk or Treat—10/25

Holiday party—12/13

New Year's party—12/31

Bonnie will notify the office of dates and times that need to be reserved for events.

Gerry said we will need to discuss adding a Resident Forum to the calendar.

Gerry invited discussion to identify new ideas for the committee to consider.

Kathryn suggested a chili bar with Texas Hold-um poker or a chili bar with line dancing; American Bandstand themed sock-hop.

Catharine suggested ideas for smaller group outings to the theater, concerts, bike rides.

Gerry said that smaller group activities would be better handled by the Neighbor2Neighbor group rather than the Outreach Committee.

Gerry suggested a card-making/craft activity that involves making greeting cards for an organization that distributes them to seniors. Lora and Gerry will co-chair this activity.

Gerry said due to this meeting's length, we needed to table further discussion of new activities until next meeting.

Tonae reported that the Campus Commons Women's Group has disbanded and they are

considering reorganizing as a community social group and possibly collaborating with Nepenthe's Outreach committee for some future activities.

Meeting was adjourned at 5:15 PM

Respectfully submitted,

Bonnie Jacobson, Secretary

Request for Board Action

There is no request for Board action at this time.

Next Outreach Committee meeting is February 13, 2025 at 4:00 PM

ILS Committee Meeting minutes 12-16-2024.docx

ILS Committee Meeting Minutes
Page 1

Date: December 16, 2024

Time: 5:40 p.m.

Attendees: Jackie Grebitus, Chair-person

Leslie Arnal, Member
Ricardo Pineda,, Member
Pam Dimaggio, Member
John Baker, Guest
Cheryl Nelson, board liaison

1. Insurance deductible and Loss Assessment Coverage: It appear many HO-6 policies will provide loss assessment coverage up to \$50,000. Currently, the HOA deductible per event is \$100,000. This will not be covered by many HO-6 policies if that amount were to be passed through to the owner. Though First Services requested the deductible be lowered to \$50,000, the insurance company declined. **Homeowners need to be advised of the HOA \$100,000 deductible and advised that they need HO-6 coverage. Similarly, they should be advised to explore the limits of their own HO-6 policy with respect to loss assessment coverage. Suggestion: put this in the newsletter and on the homeowner's insurance handout.**
2. Newsletter messages: The ILS committee would like to post timely informational notices in the newsletter on a regular basis. Certain messages will appear in newsletter at certain times of the year. If there is a consensus that this a good idea, the ILS committee will compose all the messages. For example, package theft has been a recent concern. Committee agrees that this is a personal responsibility but that owners might benefit from a list of options, which can be provided through the newsletter. Options: Specify day for drop off with delivery company; use a drop off location for offered by delivery company such as Amazon; rent a box at UPS or similar place; buy drop off box for the front porch (will need ARC variance). Park cars in garage. The committee suggests that this message be posted in the newsletter once a year in November before the holidays. Owners should report any such incidents to the office and to the police.
3. Fire Safety message: the ILS requests the attached be posted in the next newsletter.
4. Our board liaison wants us to research the situation of trees on Howe Ave berm, especially in relationship to fire hazard. Droppings are underneath and not cleaned out. Nicole has made four or five calls to the city. Nepenthe maintained some aspects until it got too expensive. There are also implications for insurance.

7:00 p.m end of meeting. Next meeting is scheduled for January 13, 2025 at 5:30 p.m.

Safety message from the Insurance, Legal and Safety Committee:

Fireplace Safety

Did you know that improper use of a fireplace is a leading cause of house fires in the winter time?

Use dry and seasoned firewood.

If you are burning wood in your fireplace, have a professional chimney sweep clean your chimney annually. Check that the chimney cap-spark arrestor is secure and unobstructed.

Make sure your chimney flue-damper is open before starting a fire.

Never use lighter fluid or other combustible liquid to start a fire in your fireplace. Never leave a fire unattended.

Check with Sacramento County if it is a legal burn day before using your fireplace on a specific day.

Use a metal or glass fireplace screen prevent sparks or embers from escaping.

Recently a Nepenthe unit sustained fire damage caused by BBQ ashes that were left near a fence. Properly dispose of ashes in a metal container with a lid and place the container outside at least 10 feet from your home or fence.

Make sure your home has a working carbon monoxide detector on the first floor.

Keep children and pets a safe distance from the fire.

ILS Committee Meeting minutes 1-13-2024.docx

ILS Committee Meeting Minutes
Page 1

Date: January 13, 2024
Time: 5:34 p.m.
Attendees: Jackie Grebitus, Chair-person
Leslie Arnal, Member
Pam Dimaggio, Member
Cheryl Nelson, board liaison
Bonnie Jacobson, guest
Susan Diedrich, guest
Ann Pasiuk, guest
William Newbill, guest

1. **Spas:** Cheryl Nelson reported that over the last couple of months, between the clubhouse and Dunbarton there have been 8 incidents of unauthorized spa use, believed to be homeless people. It costs \$200 every time to clean and sanitize. An owner suggested covering the spas. Another suggestion was motion sensitive lights.

The committee discussed the following options.

- A. The committee had previously explored cameras which would be continuously monitored, but the cost was prohibitive.
- B. The committee suggests the Board look into **cameras which have a broader field of view**, so that we can see how the ingresses are actually occurring.
- C. The Board could consider motion sensitive lights with verbal warnings, though these might be distributive to neighbors. If the board is interested in lights with verbal warnings, the committee can explore options. The Board might consider motion sensitive lights only.
- D. Spa covers: Belightspacovers, <https://belitespacovers.com/contact/>, 4925 Fulton Drive, Fairfield, C 94534, 707-864-8919, offers a safe and light cover that locks into the ground. Questions are whether the lock can be modified to allow use of the card and how the cover is removed. The HOA may need to replace hand hold bars so that the bars do not drop into the water. The ILS committee will look into these covers further.
- E. The HOA could close Dunbarton spa, which appears to have the most activity, during the winter.
- F. The committee previously considered installing spikes on top of all fences, but a complete renovation of all fences is expensive. As a result, the committee previously recommended an incremental approach to see what might work. It seems, anecdotally, that the main method of ingress is by grabbing the top of the gate and hoisting over the side of the gate. The committee recommends the following changes to the club house gates and Dunbarton gates and suggests that First Services obtain quotes for these jobs.

- 1) **Mesh on top of all gates.** The goal would be to eliminate any ability to grab the top of the gate by hand. The mesh would need to go over the post cap, because without the mesh over it, one could grab the post cap to gain purchase.
 - 2) **On all gates, add 45° spikes as indicated in the picture attached.** One of the attached pictures is from an apartment building on the levy. The fence has spikes on top of the gate, but the committee believes using spikes will still allow for a handhold in between the spikes. Mess is preferable.
 - 3) **For Dunbarton only, weld outward pointing spikes to the portions of the fence where the fence adjoins with brick and a little beyond.** See attached picture.
2. **Berm along side Howe Avenue:** The question is whether there are fire risks. Board member Nelson walked the berm with a concerned owner who happens to be a fire fighter. The owner commented that tree branches touched the ground and that there was a built up of leaf and pine debris.

The committee recalls that First Services had hired a surveyor some years back when the fire hazard along the levy had been an issue. The surveyor had staked out the property line as minimal cost. **The Board might consider asking First Services to retain the same surveyor to stake the property line along the Howe Avenue berm, so that it can be clearly established which part of the berm belongs to the Association and which part belongs to the City.**

Question: Has First Services contacted the fire department directly to have the fire department determine what represents a fire hazard? Maybe the local fire station personnel can look at it and recommend the appropriate maintenance. **If the fire department declines to inspect and/or cannot coordinate appropriate maintenance of city owned property, then the committee recommends that the HOA write a letter to Councilman Guerra.**

3. Guest: She moved here from El Dorado County where she used no trespassing signs. An officer told her that in order for the sign to have legal sufficiency, you need to post them within a certain amount of feet periodically. She recommends no trespassing signs as a way to set up possible police investigation and prosecution. If we decide to go that route, the committee needs to look into the requirements.

With regard to the spa, she has a Ring security system. Son also gets notifications. Perhaps we could have a notification system developed for the spa area. This hinges on First Services being willing to adopt the duty of receiving notifications and then calling law enforcement.

She noted the fire potential along the American river. She asked is there anything we can do anything about this? We advised the guest that there was nothing we could do about this.

ILS Committee Meeting Minutes
Page 3

4. Guests: Three guests attended the ILS meeting to discuss Nepenthe's policy with the \$100,000 deductible. At the November board meeting, a couple of owners expressed concern about the notion that the HOA could ask homeowners who experienced loss to absorb the deductible. They were unhappy with the Board's response to this, namely with the letter that was emailed to the homeowners requesting that each homeowner obtain loss assessment coverage. They noted the \$50,000 limit for most carriers and the difficulty of switching carriers at this time to a company, such as State Farm, that does offer a \$100,000 loss assessment coverage. They opined that the loss assessment coverage was not an adequate solution to the deductible problem and wanted to know what else could be done to relieve the owners of such an onerous burden.

Committee discussion of options:

- A. Jackie had requested at the December board meeting that the Board issue a policy stating in writing that the HOA will not allocate the deductible to the homeowners experiencing the loss. This is what happened with the tree damage and with other previous claims. Therefore, there is precedent for NOT allocating the deductible to the homeowners experiencing damage.
- B. A guest suggested that maybe the current CCRs could be interpreted to allow the deductible to be passed onto all homeowners, such that in the event of a loss, all 590 owners would pay the deductible through a loss assessment. He recommended that the Board secure an opinion from the HOA attorney about whether the CCRs can be interpreted this way. If not, the Board should propose to the community an amendment to the CCRs to allow for equal allocation of the deductible to all homeowners for any given event, at least when there is no owner negligence leading to their own loss. **The committee agreed that a CCR solution would be preferable to the written policy discussed in A) above, but that in the meantime, the Board should undertake A) above.**
- C. Cheryl Nelson commented that the HOA could set aside \$100,000 and keep it refreshed. The issue would be how to fund the \$100,000 set aside.
- D. **The guests requested that the \$100,000 deductible problem be a standing item on the Board's meeting agenda.** The ILS committee supports the request.
5. Guest: She wonders if there is support for cancelling the flood insurance. She is a proponent of the flood insurance. The committee advised that there does not seem to be support for cancellation on this Board or the ILS committee, though this could change as personnel change.

7:02 p.m. end of meeting. Next meeting is scheduled for February 10, 2025 at 5:30 p.m.

Grounds Minutes - December 2024.pdf

December 19 meeting:

INTRODUCTIONS

Chair Mary Gray introduced the Grounds Committee “Team” which included three new members recently appointed by the HOA Board and Board Liaison Courtenay Delfin.

Mary Gray, Chair

Jane Brown

Paula Connors

Don Ellwanger

Joanne Massoni

Bill Newbill – not present

Theresa McCrackin – on Zoom

Bill Newbill – not present

Nepenthe staff: Nicole and Trevon

Attending on zoom: Karen Lowry,

VISION

The Chair outlined issues and challenges and asked for input and discussion from the committee including

- Grounds Committee’s limited budget in light of recent HOA budget challenges
- Tracking homeowner requests, communication with homeowners, and tracking/managing implementation of the Grounds contracts.

The Committee discussed and voted to recommend to the Board the following:

- Consultant contract with Garth Ruffner to assist the Committee in forming recommendations consistent with Design Guidelines adopted by the Board in 2022. This proposal is awaiting Board approval.
- Establish a voluntary cooperative Supplemental Planting program which would expedite low impact homeowner requests by allowing homeowners to enhance the appearance of the commons area around their home. This proposal is awaiting Board approval.
- The bulk of the homeowner requests later on this agenda suggest the need for a ground cover initiative as well as a turf replenishment initiative, which would rely on assistance from Garth Ruffner.
- Trees are a major asset in Nepenthe. Chair suggests an inventory of most critical trees to be proactive in managing and saving trees. This proposal is awaiting Board approval.
- Establishing a “quiet week” by changing the “mow and blow” schedule to every other week, as opposed to every week. This would also save funds, that could be used for other, more critical needs.

CURRENT SERVICE REQUESTS

The committee reviewed 38 pending homeowner requests. A summary of the requests and committee members' recommendations can be viewed in the new "Nepenthe Service Request Tracker" initiated by Nicole Marks.

Most of the requests and ultimate recommendations can be grouped into the following categories:

- 6 Turf and ground cover remediation/Maintenance
- 8 Irrigation/ground cover/Maintenance
- 9 Deferral pending consultant guidance
- 7 Close out/No action required
- 1 Initiate Action (crepe myrtle)
- 3 Recommend Board approval of cost proposals (amended)
- 2 Miscellaneous

There was overlap in some categories, and almost all were suggested as candidates for consultant guidance.

OBSERVATIONS

- Maintenance: Many of the requests resulted from ongoing maintenance issues (rather than the need for new spending) to fix a problem that could have been avoided through proactive maintenance.
- Turf and ground cover replenishment is a recurring issue requiring a "Turf Remediation Initiative" that would target maintenance and remediation to areas of significant degradation. An important component would be identifying and correcting causes such as poor drainage, suitability of turf location. The Committee suggested creation of a master work order of all affected properties rather than a case-by-case approach.
- Communications: Some requests were simply related to the need for explanations about what happened in the common area around their property and why.
- Landscape replenishment due to siding project: Some requests involve correcting or fixing landscape remediation due to the siding project. This mostly affects Zone 4 on Dunbarton. It highlights the need for clarification of the source of funds to address these issues. If it is related to the siding project, then it seems appropriate to fund it from that budget rather than the primary landscape budget.

GROVE TREE REPORTS

Reviewed and approved two tree evaluations by Grove's Paul DuBois recommending NOT to remove trees where "there was no visible sign of disease or decay."

Nepenthe Finance Committee January 21 2025 FINAL.d.docx

Attendees: John Apostolo, Julie Valverde Brian Coates (Board Liaison)

Excused: Carol Duke

Absent:

Homeowners: Paula Connors, Karen Lowrey

<i>Topic</i>	<i>Objective / Info / Decision</i>	<i>Action</i>
Approval of Prior Meeting Minutes and Action Items	Apostolo called the meeting to order @ 4:30pm	November 18, 2024 meeting minutes were not approved, Deferred to February meeting.
Finance Committee Membership change	- Apostolo introduced new Finance Committee member Julie Valverde, former Finance Director for the County of Sacramento - Apostolo also thanked Nine White for her work on the Finance Committee during her tenure in 2024	No motion
General Manager Update/Board Liaison	No update	
Deliverables	Discussed the hard copy requirements to enable the Finance to fulfill its obligation to the Board and homeowners to provide accurate and up-to-date tracking on reserve accounts	Apostolo to follow up with Brian Coates
Homeowner Comments	Discussed the need for accurate financials to enable committees to prioritize homeowner requests	
Adjourn	Meeting adjourned @ 4:55pm	

Next meeting: February 17, @ 4:30PM @ the Clubhouse and Zoom

Submitted by; John Apostolo

Letter to the Board - Bonnie Jacobson.pdf

January 14, 2025

To: Nepenthe Board of Directors

From: Bonnie Jacobson
2267 Swarthmore Drive

Thank you for developing the 2024-2025 Insurance Policy handout. I am troubled by the Board's decision to refrain from establishing a firm policy on how payment of individual \$100K deductibles will be handled. The handout states that HOA payment will be assessed on a case-by-case basis and the Board hopes to rely on the past practice of not assessing the deductible to homeowners. This is vague and imprecise and leaves the ultimate burden on the homeowners. You are aware that most policies will cover only \$50k additional loss assessment for this purpose.

I am asking the Board to develop a firm policy that states any deductible assessment will be carried by the HOA and not passed onto the homeowners. (i.e.: \$50k divided among 590 homes is only \$85 per homeowner.) If it is not possible for the Board to establish this firm policy, I recommend an amendment to the CC&R's to relieve homeowners of this burden.

I would also like to request this item be included on the monthly Board agenda until it is resolved. Please include this letter in the open Board packet.

Best regards,
Bonnie Jacobson

cc: Nicole Marks

Letter to the Board - Jerry Dunn.pdf

December 27, 2024

From: Jerry Dunn
716 Elmhurst Circle

To: Nepenthe Board of Directors

Re: Loss Assessment Coverage

It's been mentioned in the home-owner meetings that \$ 50,000 of "Loss Assessment Coverage" is available for a minimal amount of premium. That statement may be true for Farmers Insurance, but not all insurance carriers provide the same coverages.

My insurance carrier, The Hartford, who is the recommended carrier for AARP will only provide Loss Assessment coverage for up to \$ 5,000 Max. A copy of the coverage is attached.

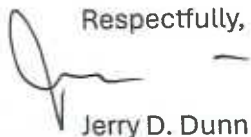
In addition to the amount of coverage available, carriers have different "terms and conditions", which can significantly affect when coverage would apply for different kinds of claims.

With the decision to increase the property deductible to \$ 100,000, the board needs to change the CC&R's that make homeowners responsible for the deductible. Simply telling homeowners to increase their HO-6 policies is not the answer because again, different HO-6 policies have different "terms and conditions". The HO-6 policy was not designed to cover the exterior of the buildings so the carrier might deny claims to those parts of the building entirely.

With insurance carriers leaving the state, homeowners have few, if any options available to them to cover this issue.

In any case, significant losses caused by things like trees will certainly result in law suits between the association and the homeowners if not addressed in a manner fair to the homeowners.

Respectfully,



Jerry D. Dunn

1 attachment

AARP

HARTFORD INS.

HOMEOWNERS
HO 00 06 04 91**HOMEOWNERS 6
UNIT-OWNERS FORM****AGREEMENT**

We will provide the insurance described in this policy in return for the premium and compliance with all applicable provisions of this policy.

DEFINITIONS

In this policy, "you" and "your" refer to the "named insured" shown in the Declarations and the spouse if a resident of the same household. "We," "us" and "our" refer to the Company providing this insurance. In addition, certain words and phrases are defined as follows:

1. "Bodily injury" means bodily harm, sickness or disease, including required care, loss of services and death that results.
2. "Business" includes trade, profession or occupation.
3. "Insured" means you and residents of your household who are:
 - a. Your relatives; or
 - b. Other persons under the age of 21 and in the care of any person named above.

Under Section II, "insured" also means:

- c. With respect to animals or watercraft to which this policy applies, any person or organization legally responsible for these animals or watercraft which are owned by you or any person included in 3.a. or 3.b. above. A person or organization using or having custody of these animals or watercraft in the course of any "business" or without consent of the owner is not an "insured";
- d. With respect to any vehicle to which this policy applies:
 - (1) Persons while engaged in your employ or that of any person included in 3.a. or 3.b. above; or
 - (2) Other persons using the vehicle on an "insured location" with your consent.
4. "Insured location" means:
 - a. The "residence premises";
 - b. The part of other premises, other structures and grounds used by you as a residence and:
 - (1) Which is shown in the Declarations; or

- (2) Which is acquired by you during the policy period for your use as a residence;
- e. Any premises used by you in connection with a premises in 4.a. and 4.b. above;
- d. Any part of a premises:
 - (1) Not owned by an "insured"; and
 - (2) Where an "insured" is temporarily residing;
- e. Vacant land, other than farm land, owned by or rented to an "insured";
- f. Land owned by or rented to an "insured" on which a one or two family dwelling is being built as a residence for an "insured";
- g. Individual or family cemetery plots or burial vaults of an "insured"; or
- h. Any part of a premises occasionally rented to an "insured" for other than "business" use.
5. "Occurrence" means an accident, including continuous or repeated exposure to substantially the same general harmful conditions, which results, during the policy period, in:
 - a. "Bodily injury"; or
 - b. "Property damage."
6. "Property damage" means physical injury to, destruction of, or loss of use of tangible property.
7. "Residence employee" means:
 - a. An employee of an "insured" whose duties are related to the maintenance or use of the "residence premises," including household or domestic services; or
 - b. One who performs similar duties elsewhere not related to the "business" of an "insured."
8. "Residence premises" means the unit where you reside shown as the "residence premises" in the Declarations.



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

LOSS ASSESSMENT COVERAGE

SCHEDULE*

A. "Residence Premises" – Additional Amount Of Insurance: <i>\$ 5,000 MAX</i>
B. Additional Locations Location Of Unit And Limit Of Liability

*Entries may be left blank if shown elsewhere in this policy for this coverage.

1. Additional Insurance - Residence Premises

We will pay, up to the additional amount of Insurance shown in **A.** in the Schedule above, for one or more assessments arising out of a single loss covered under:

- a. Section I Additional Coverage **E.7.** Loss Assessment (This is Additional Coverage **C.7.** in Form **HO 00 04** and **D.7.** in Form **HO 00 06.**);
- b. Section II Additional Coverage **D.** Loss Assessment; or
- c. Both Section I and Section II.

2. Additional Locations

We will pay, up to the limit of liability shown in **B.** in the Schedule, your share of covered loss assessments as described in Section I Additional Coverage **E.7.** and Section II - Additional Coverage **D.** of the policy, arising out of the premises listed above. This is the most we will pay for one or more assessments arising out of a single loss covered under:

- a. Either Section I Additional Coverage **E.7.** Loss Assessment or Section II - Additional Coverage **D.** Loss Assessment; or
- b. Both Section I and Section II.

3. Special Limit

\$ 5,000 MAX

We will not pay more than \$1,000 of your assessment per unit that results from a deductible in the policy of insurance purchased by a corporation or association of property owners.

4. Section II - Exclusion

Section II Exclusion **F.1.a.** does not apply to this coverage.

All other provisions of this policy apply.

HO 04 35 10 00

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SECTION I – PROPERTY COVERAGES

COVERAGE A – Dwelling

We cover:

1. The alterations, appliances, fixtures and improvements which are part of the building contained within the "residence premises";
2. Items of real property which pertain exclusively to the "residence premises";
3. Property which is your insurance responsibility under a corporation or association of property owners agreement; or
4. Structures owned solely by you, other than the "residence premises," at the location of the "residence premises."

This coverage does not apply to land, including land on which the "residence premises," real property or structures are located.

We do not cover:

1. Structures used in whole or in part for "business" purposes; or
2. Structures rented or held for rental to any person not a tenant of the "residence premises," unless used solely as a private garage. **People who Rent THEIR UNITS*

COVERAGE C – Personal Property

We cover personal property owned or used by an "insured" while it is anywhere in the world. At your request, we will cover personal property owned by:

1. Others while the property is on the part of the "residence premises" occupied by an "insured";
2. A guest or a "residence employee," while the property is in any residence occupied by an "insured."

Our limit of liability for personal property usually located at an "insured's" residence, other than the "residence premises," is 10% of the limit of liability for Coverage C, or \$1000, whichever is greater. Personal property in a newly acquired principal residence is not subject to this limitation for the 30 days from the time you begin to move the property there.

Special Limits of Liability. These limits do not increase the Coverage C limit of liability. The special limit for each numbered category below is the total limit for each loss for all property in that category.

1. \$200 on money, bank notes, bullion, gold other than goldware, silver other than silverware, platinum, coins and medals.

2. \$1000 on securities, accounts, deeds, evidences of debt, letters of credit, notes other than bank notes, manuscripts, personal records, passports, tickets and stamps. This dollar limit applies to these categories regardless of the medium (such as paper or computer software) on which the material exists.

This limit includes the cost to research, replace or restore the information from the lost or damaged material.

3. \$1000 on watercraft, including their trailers, furnishings, equipment and outboard engines or motors.
4. \$1000 on trailers not used with watercraft.
5. \$1000 for loss by theft of jewelry, watches, furs, precious and semi-precious stones.
6. \$2000 for loss by theft of firearms.
7. \$2500 for loss by theft of silverware, silver-plated ware, goldware, gold-plated ware and pewterware. This includes flatware, hollowware, tea sets, trays and trophies made of or including silver, gold or pewter.
8. \$2500 on property, on the "residence premises," used at any time or in any manner for any "business" purpose.
9. \$250 on property, away from the "residence premises," used at any time or in any manner for any "business" purpose. However, this limit does not apply to loss to adaptable electronic apparatus as described in Special Limits 10. and 11. below.
10. \$1000 for loss to electronic apparatus, while in or upon a motor vehicle or other motorized land conveyance, if the electronic apparatus is equipped to be operated by power from the electrical system of the vehicle or conveyance while retaining its capability of being operated by other sources of power. Electronic apparatus includes:
 - a. Accessories or antennas; or
 - b. Tapes, wires, records, discs or other media; for use with any electronic apparatus.

Hartford

- c. Loss to an "insured" caused by forgery or alteration of any check or negotiable instrument; and
- d. Loss to an "insured" through acceptance in good faith of counterfeit United States or Canadian paper currency.

We do not cover use of a credit card or fund transfer card:

- a. By a resident of your household;
- b. By a person who has been entrusted with either type of card; or
- c. If an "insured" has not complied with all terms and conditions under which the cards are issued.

All loss resulting from a series of acts committed by any one person or in which any one person is concerned or implicated is considered to be one loss.

We do not cover loss arising out of "business" use or dishonesty of an "insured."

This coverage is additional insurance. No deductible applies to this coverage.

Defense:

- a. We may investigate and settle any claim or suit that we decide is appropriate. Our duty to defend a claim or suit ends when the amount we pay for the loss equals our limit of liability.
- b. If a suit is brought against an "insured" for liability under the Credit Card or Fund Transfer Card coverage, we will provide a defense at our expense by counsel of our choice.
- c. We have the option to defend at our expense an "insured" or an "insured's" bank against any suit for the enforcement of payment under the Forgery coverage.

\$5000 MAX.

- * 7. **Loss Assessment.** We will pay up to \$1000 for your share of loss assessment charged during the policy period against you by a corporation or association of property owners, when the assessment is made as a result of direct loss to the property, owned by all members collectively, caused by a Peril Insured Against under COVERAGE A - DWELLING, other than earthquake or land shock waves or tremors before, during or after a volcanic eruption.

Could Be
For Office
& Not Homes?

- * This coverage applies only to loss assessments charged against you as owner or tenant of the "residence premises."

We do not cover loss assessments charged against you or a corporation or association of property owners by any governmental body.

\$5000 MAX

The limit of \$1000 is the most we will pay with respect to any one loss, regardless of the number of assessments.

Condition 1. Policy Period, under SECTIONS I and II CONDITIONS, does not apply to this coverage.

8. **Collapse.** We insure for direct physical loss to covered property involving collapse of a building or any part of a building caused only by one or more of the following:

- a. Perils Insured Against in COVERAGE C - PERSONAL PROPERTY. These perils apply to covered buildings and personal property for loss insured by this additional coverage;
- b. Hidden decay;
- c. Hidden insect or vermin damage;
- d. Weight of contents, equipment, animals or people;
- e. Weight of rain which collects on a roof; or
- f. Use of defective material or methods in construction, remodeling or renovation if the collapse occurs during the course of the construction, remodeling or renovation.

Loss to an awning, fence, patio, pavement, swimming pool, underground pipe, flue, drain, cesspool, septic tank, foundation, retaining wall, bulkhead, pier, wharf or dock is not included under items b., c., d., e., and f. unless the loss is a direct result of the collapse of a building.

Collapse does not include settling, cracking, shrinking, bulging or expansion.

This coverage does not increase the limit of liability applying to the damaged covered property.

9. Glass or Safety Glazing Material

We cover:

- a. The breakage of glass or safety glazing material which is part of a building, storm door or storm window, and covered under Coverage A; and
- b. Damage to covered property by glass or safety glazing material which is part of a building, storm door or storm window.

This coverage does not include loss on the "residence premises" if the dwelling has been vacant for more than 30 consecutive days immediately before the loss. A dwelling being constructed is not considered vacant.

Loss for damage to glass will be settled on the basis of replacement with safety glazing materials when required by ordinance or law.

This coverage does not increase the limit of liability that applies to the damaged property.

How far

- c. From any:
 - (1) Nuclear reaction;
 - (2) Nuclear radiation; or
 - (3) Radioactive contamination;all whether controlled or uncontrolled or how-ever caused; or

- (4) Any consequence of any of these; or
- d. To any person, other than a "residence em-
ployee" of an "insured," regularly residing on
any part of the "insured location."

SECTION II – ADDITIONAL COVERAGES

LIABILITY

We cover the following in addition to the limits of liability:

1. Claim Expenses. We pay:

- a. Expenses we incur and costs taxed against an "insured" in any suit we defend;
- b. Premiums on bonds required in a suit we de-fend, but not for bond amounts more than the limit of liability for Coverage E. We need not apply for or furnish any bond;
- c. Reasonable expenses incurred by an "insured" at our request, including actual loss of earnings (but not loss of other income) up to \$50 per day, for assisting us in the investigation or de-fense of a claim or suit; and
- d. Interest on the entire judgment which accrues after entry of the judgment and before we pay or tender, or deposit in court that part of the judgment which does not exceed the limit of li-ability that applies.

2. First Aid Expenses. We will pay expenses for first aid to others incurred by an "insured" for "bodily injury" covered under this policy. We will not pay for first aid to you or any other "insured."

3. Damage to Property of Others. We will pay, at replacement cost, up to \$500 per "occurrence" for "property damage" to property of others caused by an "insured."

We will not pay for "property damage":

- a. To the extent of any amount recoverable under Section I of this policy;
- b. Caused intentionally by an "insured" who is 13 years of age or older;
- c. To property owned by an "insured";
- d. To property owned by or rented to a tenant of an "insured" or a resident in your household; or
- e. Arising out of:
 - (1) A "business" engaged in by an "insured";
 - (2) Any act or omission in connection with a premises owned, rented or controlled by an "insured," other than the "insured location"; or

- (3) The ownership, maintenance, or use of aircraft, watercraft or motor vehicles or all other motorized land conveyances.

This exclusion does not apply to a motor-ized land conveyance designed for recrea-tional use off public roads, not subject to motor vehicle registration and not owned by an "insured."

- 4. **Loss Assessment.** We will pay up to \$1000 for your share of loss assessment charged during the policy period against you by a corporation or as-sociation of property owners, when the assess-ment is made as a result of:

- a. "Bodily injury" or "property damage" not ex-cluded under Section II of this policy; or
- b. Liability for an act of a director, officer or trus-tee in the capacity as a director, officer or trustee, provided:
 - (1) The director, officer or trustee is elected by the members of a corporation or associa-tion of property owners; and
 - (2) The director, officer or trustee serves with-out deriving any income from the exercise of duties which are solely on behalf of a corporation or association of property own-ers.

This coverage applies only to loss assessments charged against you as owner or tenant of the "residence premises."

We do not cover loss assessments charged against you or a corporation or association of property owners by any governmental body.

Regardless of the number of assessments, the limit of \$1000 is the most we will pay for loss arising out of:

- a. One accident, including continuous or repeated exposure to substantially the same general harmful condition; or



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

LOSS ASSESSMENT COVERAGE

SCHEDULE*

A. "Residence Premises" – Additional Amount Of Insurance:

\$5,000 MAX

B. Additional Locations

Location Of Unit And Limit Of Liability

*Entries may be left blank if shown elsewhere in this policy for this coverage.

1. Additional Insurance - Residence Premises

We will pay, up to the additional amount of Insurance shown in **A.** in the Schedule above, for one or more assessments arising out of a single loss covered under:

- a. Section I Additional Coverage **E.7.** Loss Assessment (This is Additional Coverage **C.7.** in Form **HO 00 04** and **D.7.** in Form **HO 00 06.**);
- b. Section II Additional Coverage **D.** Loss Assessment; or
- c. Both Section I and Section II.

2. Additional Locations

We will pay, up to the limit of liability shown in **B.** in the Schedule, your share of covered loss assessments as described in Section I Additional Coverage **E.7.** and Section II - Additional Coverage **D.** of the policy, arising out of the premises listed above. This is the most we will pay for one or more assessments arising out of a single loss covered under:

- a. Either Section I Additional Coverage **E.7.** Loss Assessment or Section II - Additional Coverage **D.** Loss Assessment; or
- b. Both Section I and Section II.

3. Special Limit

We will not pay more than \$1,000 of your assessment per unit that results from a deductible in the policy of insurance purchased by a corporation or association of property owners.

4. Section II - Exclusion

Section II Exclusion **F.1.a.** does not apply to this coverage.

All other provisions of this policy apply.

HO 04 35 10 00

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Letter to the Board - Peter Pelkofer.pdf

Board of Directors
Nepenthe Homeowners Association

Jan. 13, 2025

Thank you for your recently published 2024 -2025 Insurance Policy Handout which states the Board's intention to ignore the requirement of Section 10.8, if the damage was caused by "an item in the common area (trees falling, etc.)", assuming the Association has enough money to pay for the loss.

As pointed out, in an association the homeowners are always responsible for the costs, but the question remains to what extent the "shared community interest" can be stretched to accommodate the responsibility for any individual loss.

Ignoring the directive of Section 10.8 is commendable, but the requirement remains, and the policy of non-enforcement can easily be changed by this or another Board.

Section 10.8 needs to be removed or amended to provide an appropriate legal basis for the Board's policy. Even without Section 10.8 the Board will pay the loss including a deductible with funds obtained from homeowners.

The simple fact is that the Policy does not solve the Problem. Homeowners cannot obtain sufficient coverage under their HO-6 policies either for the deductible or for a loss assessment. The Board's intent is commendable. You still need to deal with Section 10.8.

Respectfully,


Peter Pelkofer, Homeowner
1019 Dunbarton Circle

Letter to the Board - Bill White.docx

To Nepenthe Board

January 18.2025

Dunbarton pool issue

I saw the Nextdoor article from one of our owners complaining that she got a rash from the spa which is being over chlorinated in order to disinfect it. This is not a new issue, over a year ago I spoke at a meeting suggesting the we get rid of the worthless fence (a five year old could get over it) and replace it with a high security fence. The money we have been paying for the last year or so cleaning the mess up would have gone a long way towards the cost of a real fence. It's time to do something and stop hoping that the homeless problem will simply go away.

The issue came up at today's coffee, several suggestions were raised in addition to the fence upgrade, apparently, we are looking at purchasing a secure spa cover, that might but what about the pool, and heaven help us if a broken bottle ends up in the pool. Someone suggested a guard dog, which might be a very good idea. There are companies that rent them out, they bring them at night and get them in the morning, that might be cheaper than a new fence, but I think the fence option is the best option.

But something needs to be done, owners getting skin rashes from using the spa need to end.

Bill White

Elmhurst Cir.

Letter to the Board - Bill White (2).png

To Nepenthe Board

January 17, 2025

Insurance Issue

I was glad to read the Board's initial take on the insurance issue, it is a good first step. However, as you stated there are several variables to contend with.

As I understand what you have laid out works like this, if a tree in the common area falls on my home the Association will be responsible for the insurance costs, if however, the tree was in my patio then I am responsible for the costs. Same concept for fire, if a streetlight sparks a fire and damages my house the association will handle the costs, but if my BBQ catches my house on fire I am on the hook.

But what if the tree that damages my home came from my neighbor's patio or the fire damage to my home is the result of my neighbor putting hot ashes in the trash which catches the fence and my home on fire. Who will be responsible? If my neighbor will the Association assess them the costs, or will I have to go to court to sue them for the costs? Lots of unknowns.

But what if we just do what I and a few others have suggested and simply change the CC&Rs to make the whole association responsible no matter who, what, or why we have to file a claim. I think most owners would be willing to risk being responsible for about \$170 dollars in deductibles (easily covered by their Ho6 insurance) even if the damage was not to their home as opposed to being on the hook for \$50 to 100 thousand dollars if the damage to their home was due to their tree tanking their home.

Bill White

Elmhurst Cir.

Letter to the Board - Joel Weeden.pdf

15 January 2025

Courtenay Delfin, President

Board of Directors

Nepenthe Association

RE: Loss Assessment Coverage Increase

Thank you for providing members with an emailed copy of the 2024-2025 Insurance Policy Handout containing new information that Members are now personally responsible for covering the Association's increased deductible (from \$25,000 as specified in a prior website Russo letter dated 7 January 2021 to the significant increase to \$100,000) for an insured loss under Association's fire and hazard insurance policy.

As mentioned by others in a past community meeting, increasing the limit in my CSAA policy cost only an additional \$7.00. However, I was informed that CSAA follows the guidance of the California Department of Insurance to provide this additional coverage up to \$50,000 (which is similar to the regulations for Loss Assessment Coverage set for earthquake insurance). The CSAA representative doubted there were any other companies offering the higher level. While we have been with CSAA for 40+ years, we decided to reach out to State Farm, which was mentioned at this meeting as providing such coverage at \$100,000. We were informed State Farm is no longer providing residential insurance policies in California.

Since this Board has asked its members to secure additional Loss Assessment Coverage at \$100,000 to cover the Association's insurance deductible, it would be very helpful to provide the names of insurance companies that you already know will provide such coverage at \$100,000. Possibly board members can share with us the names of their insurance companies that are now providing this level of coverage or seek recommendations from our fellow Association members. I look forward to seeing this list either by email to members or posted on our website.

Thank you,

Joel Weeden

Letter to the Board - Kathryn Schmid.docx

I am writing regarding the Board's recent 2024-2025 Insurance Policy handout which states in part that the Board “hopes they can rely on the past practice of not assessing it (100k deductible) to homeowners.”

May I stress that, “hopes” are not policy.

I am in support of the ILS committee recommendation calling for a clear, written policy from the Board vis a vis a deductible assessment be carried by the HOA.

Furthermore, that if a firm policy cannot be established, that the CC&R's be amended.

Kathryn Schmid

2279 Swarthmore Dr.

Letter to the Board - Nancy Cooper.pdf

Nancy A Cooper
1242 Vanderbilt Way
Sacramento, CA 95825

Nepenthe Association
Board of Directors
Insurance Committee

First Residential Services
Management Staff
Not Limited to Nicole Marks

January 27, 2025

To all concerned:

I'm writing in response to the attachment that was sent with the weekly Friday update. It is attached to this letter and has to do with the deductible attached to the Nepenthe Association insurance policy.

Your handout does not address a solution to the problem of having a possible deductible charge lobbied against a homeowner. With the looming possibility and legal means to charge each of us with a \$100,000 deductible cost, your solution is to increase our loss assessment on your homeowner's policy. Your other means of making us feel safe is to say "we have never assessed the deductible on any past incidents", but we sure could. You list three very unstable variables. The threat remains with no solid solution to the potential problem.

What is most telling in all this is the management does not care enough to research anything of the suggested solutions. Having spent the better part of a day researching adding to loss assessment coverage, getting a separate rider policy, changing insurance companies – your suggestions - finding there is no answer. Most policies have a ceiling on loss assessment coverage and it seems to be \$50,000 with \$25,000 of that being allotted to cover deductible costs – no separate rider exists for deductible costs – changing insurance companies is not a wise, if not impossible choice in this market.

This handout has a very callused approach to a looming potential of financial ruin to many individuals living in this community. A more viable suggestion has been made and it is hoped that suggestion will come to be an actuality. It was to change the wording in the HOA CCR's – making each household responsible for any Nepenthe Association insurance deductible costs when needed due to funding issues.

Please be courteous enough to give an update monthly on what is being done to change how the deductible will be handled moving forward. We are apprised of all pending projects, this should be one that is transparent to all concerned as well.

Sincerely Concerned,



Nancy Cooper



NEPENTHE ASSOCIATION

1131 Commons Drive, Sacramento, CA 95825
916.929.8380

nepenthe.hoa@fsresidential.com

2024-2025 Insurance Policy Handout

In a community association, like Nepenthe Association, the homeowners have the ultimate responsibility to pay the expenses of the association (whether directly, by special assessment, or through assessments paid monthly) based on their shared interests in the community. With that said, it appears the past practice has been such that following events when damage was caused to a home by an item in the common area (trees falling, etc.) Nepenthe has not assessed the costs for payment of the insurance deductible to homeowners. The Board will continue this practice as this is appropriate when an item in the common area causes damage to a home, provided there are sufficient funds to pay for the cost of repair. However, there are many variables preventing development of a firm policy on how payment of the fire and hazard insurance policy deductible will be handled. This is a result of insurance claims and related matters being addressed on a case-by-case basis following the event causing the damage. These variables include, but are not limited to:

1. Who/what are the cause(s) and circumstances of the damage
2. Extent of damage and expected costs to repair the damage
3. The funds available to cover repairs at the time of the damage

Very
unstable

Therefore, Nepenthe recommends all homeowners contact their insurance professional to secure/update their HO-6 insurance policy, adding/updating loss assessment coverage to this insurance policy. Nepenthe's deductible for an insured loss under its fire and hazard insurance policy is currently \$100,000, therefore it is recommended the loss assessment coverage from a homeowner's personal HO-6 insurance policy should reflect this amount. Loss assessment coverage protects you from costs if Nepenthe issues an assessment to cover expenses for damages not covered by the fire and hazard insurance policy. Loss assessment coverage may also provide you with additional insurance benefits relating to the Nepenthe's insurance policies, which you should discuss with your insurance professional.



NEPENTHE ASSOCIATION

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Additionally, where damage is caused by a homeowner/tenant/guest (for example, fire, patio tree falling on a home, etc.), the homeowner may be liable for all the damages, not covered by a fire and hazard insurance policy, including the deductible. The liability could also apply to other effected homes. For these reasons, Nepenthe recommends homeowners speak to their insurance professional and secure an adequate H0-6 insurance policy, which includes loss assessment coverage.

Letter to the Board - Susan Diedrich.pdf

January 30, 2025

Nepenthe Association Board of Directors

Re: Master Insurance Deductible

Dear Board Members,

I write to express my concern regarding the Board's handling of the change in the association's insurance policy deductible. Since late last year when homeowners were first notified that they would now be responsible for a \$100,000 deductible for any damages to their home, the Board has not done anything substantive to resolve this problem.

Purchasing additional coverage to pay such a cost is at best a band-aid. In my case, I was only able to secure additional insurance in the amount of \$50,000 leaving me to pay the remainder of a \$100,000 deductible myself. Changing insurance carriers right now is not an option given that insurance companies are not writing new homeowner policies. Nothing the Board has done or said addresses these specific concerns.

Consequently, I write to request that the Board take concrete action to address the current exposure homeowners have. I provide two options below but there could be other options as well. They are:

1) Amend the CC&Rs to remove the requirement that homeowners pay the \$100,000 deductible.

The Board expressed concerns that amending the CC&Rs is a cumbersome process. That concern is not persuasive. I would be happy to assist in the effort to amend the CC&Rs which I understand would require a majority vote by all homeowners.

2) Establish a policy whereby the \$100,000 deductible would be paid by collecting a pro rata share from each homeowner.

This could be done now and put into a fund for whenever damage occurs or assessed at the time of a loss. Either way, the financial impact on homeowners would be significantly reduced.

Again, there could other options. What is not an option is for the Board to do nothing. The stress of this type of financial exposure on homeowners is as real as it is unnecessary. As a concerned homeowner, I seek a real, meaningful solution to this problem. I am happy to assist in any way I can.

Thank you,



Susan Diedrich, Esq.
2247 Swarthmore Dr.
Sacramento CA 95825

Please include this letter in the Board package in advance of the next Board meeting.

Hello Nicole,

In addition to this letter, I request that this email be included in the packet to the board in advance of the February board meeting.

I request that the issue of the homeowners insurance deductible be a standing agenda item for every board meeting going forward. I request that the board report out at every meeting in detail as to what it is doing to give homeowners relief consistent with the letter I sent today. For guidance, I would like the board to report out on:

- 1) What options has the board considered in the past month to resolve the issue in a way that does not impose additional costs on homeowners?
- 2) Does the board consider any of those options to be viable? Why or why not?
- 3) For any option that the board deems viable, what are the next steps the board is taking to effectuate that possible solution? What is the timeframe for those next steps?

Again, I offer my assistance should the board wish to establish a committee to focus on this issue or otherwise solicit help from the community. I reiterate that the board's current stance of doing nothing is unacceptable.

dft 6 final Dec 2024 HO Meeting Response.docx

RESPONSES TO DECEMBER 2024 OPEN MEETING COMMENTS and CORRESPONDENCE

Please note these responses will always be attached to packets for Open Board meetings following the meeting where the comment was made and will also be published with the monthly newsletter. As time, quantity of homeowner comments, and level of research necessary to prepare full and accurate responses permits, these responses may also be emailed mid-month after the meeting date mentioned in the heading.

HOMEOWNER FORUM

1. Bill Newbill, Homeowner: Asks for a status report on resolving the insurance deductible questions asked at the November meeting. He suggests we divide the premium for a monthly special assessment and that Nepenthe set aside money for the deductible. Most insurances will only cover \$50,000 for loss assessment.

Topic: Insurance Deductible; Special Assessment

BOARD RESPONSE: The Board, with advice from our attorney, insurance agents and the Insurance, Legal and Safety committee compiled a statement that we believe answers this question. Please see the January 10, 2025, Friday update from the Nepenthe office.

As noted in the statement, there are many variables preventing development of a firm policy on how payment of the fire and hazard insurance policy deductible will be handled. This is a result of insurance claims and related matters being addressed on a case-by-case basis following the event causing the damage.

2. Nancy Cochran, Homeowner: The Board needs to revisit the request for reparations when siding work causes interior damage to a unit. She believes the response that the contract carries an indemnification section is not sufficient. She would like a Board response and for something to be done. She suggests we consult the HOA attorney. The damage at one homeowner's unit was obscured by drapes; it was not seen until much later than the siding work. She would like the Board to seek legal advice.

Topic: Possible contractor damage

BOARD RESPONSE: The board reviewed this topic in the Executive Meeting on January 7, 2025. After review, the board agrees that this is a responsibility of CPS, however because of the numerous times they have provided gratis work for us, the board is choosing to pay for this particular issue due to evidence of probable cause.

3. Bill Newbill, homeowner: The contractor's insurance should pay for the damage.

Topic; Possible contractor damage

BOARD RESPONSE: Please see reply to question 2, above.

4. Andrew Barrios, Homeowner: When is the board election?

[Three seats are open for election at the annual Meeting May 28, 2025.]

Topic: Election of officers

5. Pat Singer, Homeowner: Please explain the election process for nominees – By-laws, etc.

The January 10th Friday update provided information on the timeline of the election along with some basic instruction on running for a Board position.

6. Bonnie (surname unknown, question from chat): Would like information on insurance deductible issue.

Topic: Insurance deductible

BOARD RESPONSE:

Please see the response to question #1 above and the January 10, 2025, Friday update from the Nepenthe office.

7. Andrew Barrios, Homeowner: Homeowner is responsible for inside and HOA for outside, right?

Topic: Damage responsibility; Insurance Coverage

BOARD RESPONSE: Please see the response to question #1 above and the January 10, 2025, Friday update from the Nepenthe office.

8. Bill White, Homeowner: The insurance broker said he was not aware of any other HOA with the provision for the homeowner to pay part (or all) of the deductible. When CC&Rs written deductibles were probably very low and the writers would have no idea they could rise to current levels. We need to change the CC&Rs and have the association responsible for liability deductible. We need to have a vote to change the CC&Rs.

Brian Coates reminded the community that Board members are also homeowners. The Board is continuing to seek information and reviewing options.]

Topic: Insurance deductible; CC&Rs

BOARD RESPONSE: Changing the CC&Rs is a legal contract/document where revisions require a formal election (voting) process where 50% of the homeowners must vote “yes” for the revision to pass and then filing the new contract with the California Secretary of State. It is not something that can be accomplished by Board vote or by rewriting policies. Nepenthe is currently on its 3rd revision in 50 years.

9. Andrew Barrios, Homeowner: How would this Board vote on the issue of the \$100,000 deductible?

Topic: Insurance Deductible

BOARD RESPONSE: Please see the response to question #1 above and the January 10, 2025, Friday update from the Nepenthe office.

10. Nancy Arndorfer, Homeowner: Should a special committee be formed to review the matter?

Topic: Insurance Deductible

BOARD RESPONSE: The Insurance, Legal and Safety Committee is actively involved in the research and information seeking on this topic.

CORRESPONDENCE

1. Jan Weeks, Homeowner: Is unhappy with the rate of increase in the 2025 dues assessment. The \$41 portion for water may not be offset by that amount from the City. In addition, why are the smaller units charged the same as the larger units which need more resources for maintenance and repair?

Topic: Dues increase; Share of dues

BOARD RESPONSE: The 2025 dues amount is a combination of 2 factors: the transfer of water expense from the City to Nepenthe; and the costs of operational and reserve expenses. The major factor in the increase in expenses relates to the nearly 300% increase in the Association’s liability and property insurance costs. Please check your current bill from the City of Sacramento for the amount you are being charged for water (the City bills by number of rooms). The \$41 Nepenthe projects as the cost per unit for water is less than the City has been charging. Our CC&Rs (8.2.e) require the association spread costs equally among homeowners – there is no provision for allocating costs by size or floor plan model.

2. Bill White, Homeowner: If the HOA is responsible for exterior repairs, why would homeowners have a responsibility for the insurance deductible to pay for damage repairs? It would be more reasonable if all homeowners share in the expense, rather than just those whose units were damaged. Are freestanding units condos? Will HO6 policies pay off for freestanding units?

Topics: Insurance Deductible; Freestanding units

BOARD RESPONSE: All Nepenthe units are within the HOA. Therefore, they are PUD units which qualify for HO6 insurance policies. Homeowners with stand-alone units may be able to purchase residential insurance.

Please see the response to question #1 above and the January 10, 2025, Friday update from the Nepenthe office.

3. Markus Dascher, Homeowner: 1) Was the ILS Committee involved with the Insurance Town Hall meeting? 2) Why was the flood insurance policy changed from one broker to another and who made that decision? 3) The Dunbarton fence was modified incorrectly. Who supervised the work? The Board then approved a change order for \$455.01. What was that for?

Topics: Insurance and ILS; Flood insurance broker; Dunbarton fence

BOARD RESPONSE: 1) Jackie Grebitus, Chair of ILS, provided insurance adjuster information during the community meeting with our insurance advisor Rick Russo. 2) When Farmers Insurance was our insurer Russo Insurance brokerage carried our account. With Farmers decision to not renew, the Association identified a broker to shop for insurance. The decision was made to consolidate insurance, combining liability and flood under one broker. 3). The Dunbarton pool fence was not originally installed per our order. The approved additional amount reflects the costs for required correcting materials and does not include labor.

Final 8Jan HO responses.docx

RESPONSES TO JANUARY 2025 OPEN MEETING COMMENTS and CORRESPONDENCE

Please note these responses will always be attached to packets for Open Board meetings following the meeting where the comment was made and will also be published with the monthly newsletter. As time, quantity of homeowner comments, and level of research necessary to prepare full and accurate responses permits, these responses may also be emailed mid-month after the meeting date mentioned in the heading.

HOMEOWNER FORUM

January 8, 2024

- 1. Jean Dasher: Water billing:** Jean had questions with the recent water billing.
Nicole's Response in meeting: Members will receive a prorated credit for water on their bill in Feb. Jean thanked the grounds committee and the board for finalizing the bark placement by the Vanderbilt dry creek.
- 2. Jim Shaw: Insurance:** He was pleased to get the updated guidance on the insurance. He is still concerned about the gap between \$50K and \$100K loss assessment and wants assurance that the association will cover the gap. He requested a formal policy for a supplemental assessment that is distributed across the community. He also has concerns that this may impact home sales.
Board Response: Thank you for this reminder. The board will discuss further and advise.
- 3. Bill White: Fireplace inspections:** Bill Advised people to get their chimney inspected and swept to mitigate fire hazard. Suggests board to solicit a bid to get a good price to encourage participation. Would like to see a declaration from Nepenthe to mandate fireplace inspections. Bill complimented CPR for their work on the siding and fencing.
Board Response: Thank you for the reminder. Important safety information was added to the Jan/2025 newsletter.
- 4. Barbara Bevan: Gutter/ roof cleaning:** Barbara raised concerns about Advance Roofing's quality of work. They left water running and did not fold up hose after using. Did not clear courtyard of debris and left needles and gutter debris all over shrubs, Thought Bailey Boys did a better job last year.
Board Response: Thank you for your important feedback.
- 5. Diane Shawl: Bird Flu Reminder:** Wild Turkeys could be carriers and transmit bird blue. Requested a message to be sent out to remind homeowners of health protections to wear masks and gloves if cleaning up turkey droppings
Board Response: Thank you for the important reminder.
- 6. Peter Pelkofer: CCR Amendment:** Requests that the board address the deductible issue that the homeowner is responsible for costs. He recommends

that we begin the process of updating our CC&R 10.8 immediately. It is a simple process but takes some time to complete. Peter offered his services to help expedite.

Board Response CC&Rs - section 10.8 – Deductibles: The board is aware of the importance of this situation to the community and further discussion is continuing.

7. **Pat Singer: Water shutdown on 1/9/25:** Inquired about the reason for water shutoff.

Nicole Response in Meeting: The City is checking the homes in some areas for connection to the proper water meters. There are periodic shutoffs and when there is sufficient notice to Nepenthe, the office will alert the community.

DECEMBER 2024 CORRESPONDENCE

Nancy Cochran: She is asking for update on damaged drywall for 1423 Commons drive.

Board Response. Board approved the repair of the drywall on Jan 8, 2025.

Bill White: Bill Advised people to get their chimney inspected and swept to mitigate fire hazard. Suggests board to solicit a bid to get a good price to encourage participation. Would like to see a deceleration from Nepenthe to mandate fireplace inspections.

Board Response. See above response under Bill White.

OpenSession_01082025_Minutes.pdf



NEPENTHE ASSOCIATION

Open Session

January 8, 2025 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

MINUTES

Directors Present

COURTENAY DELFIN - President
BRIAN COATES - Treasurer
PETER LEWICKI - Secretary
NINA WHITE TTEE - Member at Large

Directors Absent

CHERYL NELSON TRUSTEE - Vice President

Additional Attendees

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

I. CALL TO ORDER

The meeting was called to order at 6PM.

II. EXECUTIVE SESSION ACKNOWLEDGEMENT/ANNOUNCEMENT

In accordance with Civil Code Section 4935(a) the Board met in Executive Session on January 7, 2025 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 January 7th. The Board took the following actions during the January 7th meeting:

- The Board approved the proposal from Critical Path Reconstruction for fencing repairs for multiple homes totaling \$31,520.47 - *This proposal was approved unanimously*
- The Board approved the proposal from Critical Path Reconstruction for siding/trim repairs for multiple homes totaling \$8,553.38 - *This proposal was approved unanimously*
- The Board approved proposal from Critical Path Reconstruction for drywall repairs in the amount of \$1,046.35 - *This proposal was approved with votes as follows: AYE-3, NAY-2*
- The Board approved proposal from Sparkling Clear Pool Service for 5-day a week service for \$2,850/month - *This proposal was approved unanimously*
- The Board approved proposal from IES for condenser fan replacement at the Dunbarton Cabana in the amount of \$1,786.62 - *This proposal was approved unanimously*
- The Board approved proposal from Carson Landscape for installation of dwarf red maple tree at 1012 Dunbarton in the amount of \$745 - *This proposal was approved unanimously*

III. BOARD ROLES/LIAISONS

Resolved

President - Courtenay Delfin (Liaison to Grounds Committee)
Vice President - Cheryl Nelson (Liaison to ILS Committee)
Treasurer - Brian Coates (Liaison to Finance and Nominating Committee)
Secretary - Peter Lewicki (Liaison to Outreach Committee)
Member at Large - Nina White (Liaison to Architecture Committee)

Motion: COURTENAY DELFIN
Second: BRIAN COATES
AYEs: COURTENAY DELFIN, PETER LEWICKI, NINA WHITE TTEE, BRIAN COATES
NAYs: None

► *Resolved*
The motion passed

IV. REPORTS

A. GENERAL MANAGER'S REPORT

The General Manager provided the GM Report verbally

B. CONSTRUCTION MANAGER'S REPORT

The General Manager provided the Construction Report verbally.

V. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

Resolved

The Board affirms the committee's recommendations below:

Address	Modification	Recommendation
1136 Vanderbilt	HVAC	Approval with Conditions
717 Dunbarton	Floodlamp and Security Camera	Approval
1449 University	Windows	Approval
206 Dunbarton	Emergency HVAC	Emergency Approval with Conditions
1350 Commons	Emergency HVAC	Emergency Approval with Conditions

Motion: COURTENAY DELFIN
Second: PETER LEWICKI
AYEs: COURTENAY DELFIN, PETER LEWICKI, NINA WHITE TTEE, BRIAN COATES
NAYs: None

► *Resolved*
The motion passed

B. OUTREACH COMMITTEE

Marcy Best provided a verbal update for the Outreach Committee.

C. ILS COMMITTEE

Jackie Grebitus provided a verbal update for the ILS Committee.

D. GROUNDS COMMITTEE

Mary Gray provided a verbal update for the Grounds Committee.

E. FINANCE COMMITTEE

No reports/updates were provided by the Finance Committee.

F. NOMINATING/ELECTION COMMITTEE

Resolved

The Board appoints Kathryn Schmid and Dale Shaw to the Nominating Committee for the 2025 Director Election.

Motion: COURTENAY DELFIN

Second: PETER LEWICKI

AYEs: COURTENAY DELFIN, PETER LEWICKI, NINA WHITE TTEE, BRIAN COATES

NAYs: None

► **Resolved**
The motion passed

VI. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 01.08.25

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

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 12.04.24

The Board will provide written response to the December Open Session correspondence.

VII. NEW BUSINESS

A. OPEN SESSION MINUTES - DECEMBER 4, 2024

Resolved

The Board approves the Open Session Minutes dated December 4, 2024 as presented.

Motion: COURTENAY DELFIN

Second: BRIAN COATES

AYEs: COURTENAY DELFIN, PETER LEWICKI, NINA WHITE TTEE, BRIAN COATES

NAYs: None

► **Resolved**
The motion passed

B. FINANCIAL STATEMENT - NOVEMBER 2024

The November 2024 financials will be reviewed in the February Open Session Board Meeting.

VIII. HOMEOWNER FORUM

Multiple Owners addressed the Board during Homeowner Forum. The Board of Directors notated all the comments/questions and will draft the responses for the February Open Session Board Meeting.

IX. NEXT BOARD MEETING

The Association's next open Board meeting will be held February 5, 2025, at 6:00 pm.

X. ADJOURN

The meeting was adjourned at 6:48PM.

APPROVED

DATE

NEP 11-24 FINANCIAL.pdf

NEPENTHE ASSOCIATION

CASH BASIS FINANCIAL STATEMENTS

FOR THE MONTH AND ELEVEN MONTH(S) ENDED
NOVEMBER 30, 2024

CONTENTS

FINANCIAL SUMMARY REPORT	
CASH FLOW REPORT	
COMPARATIVE BALANCE SHEET	A
INVESTMENT REPORT	B
GENERAL RESERVE FUND BALANCE SUPPORT SCHEDULE	C
INCOME STATEMENT	D
INCOME STATEMENT FOR 12 MONTHS ENDING	EA
SUB ACCOUNT LEDGER	FA
GENERAL LEDGER	F
TRANSACTION REGISTER	G
RECEIPTS STATEMENT	H
DISBURSEMENTS REPORT	I
CHECK HISTORY REPORT	J
BANK RECONCILIATIONS	

THE ACCOMPANYING FINANCIAL STATEMENTS ARE SUBJECT TO AUDIT
AND ARE ONLY INTENDED FOR THE ASSOCIATION'S INTERNAL USE.

PREPARED BY:



NEPENTHE ASSOCIATION
COMPARATIVE BALANCE SHEET
11/30/2024

12/23/2024 12:06 PM Page: A 1

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	CURRENT MONTH	PRIOR MONTH

CASH AND INVESTMENTS		
OPERATING ACCOUNT FUNDS	140,199.91	166,110.11
PETTY CASH	150.00	150.00
RESERVE ACCOUNT FUNDS	9,256,218.11	9,347,148.30
TOTAL CASH AND INVESTMENTS	9,396,568.02	9,513,408.41
OTHER ASSETS		
DUE TO RESERVES	475.00	475.00
DUE FROM OPERATING	(475.00)	(475.00)
UNFUNDED RESERVES	197,564.00	197,564.00
TOTAL OTHER ASSETS	197,564.00	197,564.00
TOTAL ASSETS	9,594,132.02	9,710,972.41
LIABILITIES		

ACCOUNTS PAYABLE	349,262.50	320,157.50
UNFUNDED RESERVES	197,564.00	197,564.00
TOTAL LIABILITIES	546,826.50	517,721.50
MEMBERS EQUITY		

GENERAL RESERVE FUND BALANCE	9,256,693.11	9,347,623.30
OPERATING FUND BALANCE-BEG OF YEAR	(140,811.41)	(140,811.41)
CURRENT YEAR INCOME/(LOSS)	(68,576.18)	(13,560.98)
TOTAL LIABILITIES & MEMBERS EQUITY	9,594,132.02	9,710,972.41

NEPENTHE ASSOCIATION
RESERVE FUND BALANCES SUPPORT SCHEDULES
11/30/2024

12/23/2024 12:06 PM Page: C 1

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
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	PRIOR YEAR BALANCE	BEG BAL REALLOCATION	ADDITIONS THIS YEAR	EXPENSE CURRENT MONTH	PREVIOUS EXP CURRENT YEAR	CURRENT BALANCE
GENERAL RESERVES						
23103 INTEREST ON RESERVE FUNDING	524,279.79	(524,279.79)	403,351.16	0.00	0.00	403,351.16
22872 GYM/WORKOUT FACILITY	31,790.43	(16,544.17)	2,720.00	0.00	0.00	17,966.26
22960 PAINTING-INTERIOR RESERVES	21,475.36	(10,585.17)	2,020.00	0.00	0.00	12,910.19
23014 CONCRETE REPAIRED RESERVES	160,344.60	(44,908.64)	21,000.00	(38,929.00)	(191,425.00)	(93,918.04)
23058 GENERAL RESERVES	0.00	0.00	0.00	(1,000.00)	(4,668.68)	(5,668.68)
23120 ROOF RESERVES	6,657,012.44	(2,796,702.98)	700,320.00	0.00	(50,542.03)	4,510,087.43
23122 POOL/SPA RESERVES	143,567.02	5,628.52	27,000.00	0.00	(14,286.62)	161,908.92
23127 FENCING RESERVES	(139,895.10)	502,538.27	65,850.00	(151,405.56)	(692,625.20)	(415,537.59)
23130 CONTIGENCY RESERVES	0.00	0.00	0.00	0.00	(223,534.00)	(223,534.00)
23133 IRRIGATION RESERVES	329,808.71	530,515.93	156,140.00	0.00	(169,825.00)	846,639.64
23146 SIGNS RESERVES	46,858.61	(15,277.07)	5,810.00	(48.49)	(1,769.75)	35,573.30
23178 PAVING RESERVES	712,705.89	(115,923.74)	108,200.00	0.00	0.00	704,982.15
23199 RESERVE STUDY RESERVES	4,815.49	3,896.66	1,520.00	0.00	(6,600.00)	3,632.15
23201 PRIOR YEAR FUNDING	187,620.00	(187,620.00)	0.00	0.00	0.00	0.00
L23133 OUTDOOR EQUIPMENT RSRV	(537.99)	799.19	40.00	0.00	0.00	301.20
L23135 PAINT EXTERIOR RSRV	1,098,643.63	(420,185.09)	123,080.00	(53,950.00)	(183,663.34)	563,925.20
L23136 STRUCTURAL REPAIRS RSRV	1,791,300.39	269,122.66	374,134.91	(89,234.84)	(1,291,574.54)	1,053,748.58
N22911 UNDERGROUND UTILITY RSRV	(70,237.81)	209,632.18	25,330.00	0.00	(4,990.00)	159,734.37
N23017 CLUBHOUSE RENOVATION RSRV	417,259.04	(254,995.28)	29,450.00	(3,874.00)	(41,479.17)	146,360.59
N23130 MISCELLANEOUS RSRV	84,222.18	(73,331.99)	2,040.00	0.00	(3,224.76)	9,705.43
N23274 TENNIS COURT RSRV	117,812.55	(43,759.29)	13,390.00	0.00	0.00	87,443.26
N23275 GROUNDS RESERVE	(725,443.29)	1,585,767.93	266,188.00	0.00	(597,315.00)	529,197.64
N23282 TREE REMOVAL ANNUAL MAINT RSRV	(473,273.29)	1,333,597.93	46,842.00	0.00	(187,595.25)	719,571.39
N22991 POLE LIGHT REPAIRS RSRV	(29,943.38)	62,613.94	5,780.00	0.00	(10,138.00)	28,312.56
Z29000 PENDING RESERVE EXPENSE	(195.74)	0.00	0.00	0.00	195.74	0.00
TOTAL GENERAL RESERVES	10,889,989.53	0.00	2,380,206.07	(338,441.89)	(3,675,060.60)	9,256,693.11

NEPENTHE ASSOCIATION
INCOME STATEMENT
11/30/2024

12/23/2024 12:06 PM Page: D 1

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

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15241 Laguna Canyon Road
Irvine CA 92618

----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
REVENUE									
347,324.36	365,799	(18,474.64)	14000	HOMEOWNER ASSESSMENT REVENUE	3,985,503.01	4,023,789	(38,285.99)	4,389,588	404,084.99
6,217.81	2,000	4,217.81	14087	EASEMENT AGREEMENT	24,542.38	22,000	2,542.38	24,000	(542.38)
61.67	150	(88.33)	14101	INTEREST ON PAST DUE ASSESSMENTS	2,463.70	1,650	813.70	1,800	(663.70)
20.00	50	(30.00)	14110	KEY REVENUE	770.00	550	220.00	600	(170.00)
930.00	350	580.00	14113	CLUBHOUSE RENTAL	7,270.00	3,850	3,420.00	4,200	(3,070.00)
20.00	0	20.00	14116	CC&R VIOLATIONS/FINES	5,209.00	0	5,209.00	0	(5,209.00)
229.78	0	229.78	14121	INTEREST REVENUE	229.78	0	229.78	0	(229.78)
450.00	1,400	(950.00)	14122	INSURANCE REIMBURSEMENT	87,824.39	15,400	72,424.39	16,800	(71,024.39)
0.00	0	0.00	14132	MISCELLANEOUS REVENUE	11,121.89	0	11,121.89	0	(11,121.89)
0.00	0	0.00	14162	OPERATING INTEREST REVENUE	2,566.15	0	2,566.15	0	(2,566.15)
49,947.70	0	49,947.70	14163	RESERVE INTEREST REVENUE	403,351.16	0	403,351.16	0	(403,351.16)
0.00	0	0.00	14357	RESERVE CONTRIBUTION	1,214.91	0	1,214.91	0	(1,214.91)
405,201.32	369,749	35,452.32		TOTAL REVENUE	4,532,066.37	4,067,239	464,827.37	4,436,988	(95,078.37)
RESERVE CONTRIBUTION									
272.00	272	0.00	19572	GYM/WORKOUT FACILITIES RESERVES	2,720.00	2,992	272.00	3,264	544.00
202.00	202	0.00	19660	PAINTING-INTERIOR RES	2,020.00	2,222	202.00	2,424	404.00
2,100.00	2,100	0.00	19714	CONCRETE REPAIR RESERVE	21,000.00	23,100	2,100.00	25,200	4,200.00
49,947.70	0	(49,947.70)	19803	GENERAL RESERVE INTEREST	403,351.16	0	(403,351.16)	0	(403,351.16)
70,032.00	70,032	0.00	19820	ROOF RESERVE	700,320.00	770,352	70,032.00	840,384	140,064.00
2,700.00	2,700	0.00	19822	POOL/SPA RESERVE	27,000.00	29,700	2,700.00	32,400	5,400.00
6,585.00	6,585	0.00	19827	FENCING RESERVE	65,850.00	72,435	6,585.00	79,020	13,170.00
15,614.00	15,614	0.00	19833	IRRIGATION RESERVE	156,140.00	171,754	15,614.00	187,368	31,228.00
581.00	581	0.00	19846	SIGN RESERVE	5,810.00	6,391	581.00	6,972	1,162.00
10,820.00	10,820	0.00	19878	PAVING RESERVE	108,200.00	119,020	10,820.00	129,840	21,640.00
152.00	152	0.00	19899	RESERVE STUDY	1,520.00	1,672	152.00	1,824	304.00
4.00	4	0.00	L19833	OUTDOOR EQUIPMENT RSRV	40.00	44	4.00	48	8.00
12,308.00	12,308	0.00	L19835	PAINTING EXTERIOR RESERVE	123,080.00	135,388	12,308.00	147,696	24,616.00
37,367.00	37,367	0.00	L19836	STRUCTURAL REPAIRS RSRV	374,134.91	411,037	36,902.09	448,404	74,269.09
2,533.00	2,533	0.00	N19611	UNDERGROUND UTILITY REPR RSV	25,330.00	27,863	2,533.00	30,396	5,066.00
578.00	578	0.00	N19691	POLE LIGHT REPR RSV	5,780.00	6,358	578.00	6,936	1,156.00
2,945.00	2,945	0.00	N19717	CLBHOUSE REMODEL INTERIOR RENOVATI	29,450.00	32,395	2,945.00	35,340	5,890.00
204.00	204	0.00	N19830	MISCELLANEOUS RSV	2,040.00	2,244	204.00	2,448	408.00
1,339.00	1,339	0.00	N19974	COMMON TENNIS CRT RSV	13,390.00	14,729	1,339.00	16,068	2,678.00
15,614.00	15,614	0.00	N19975	GROUNDS RSV	156,890.00	171,754	14,864.00	187,368	30,478.00
15,614.00	15,614	0.00	N19982	TREE REM/ ANNUL MAINT RSV	156,140.00	171,754	15,614.00	187,368	31,228.00
247,511.70	197,564	(49,947.70)		TOTAL RESERVE CONTRIBUTION	2,380,206.07	2,173,204	(207,002.07)	2,370,768	(9,438.07)
157,689.62	172,185	(14,495.38)		AVAILABLE OPERATING REVENUE	2,151,860.30	1,894,035	257,825.30	2,066,220	(85,640.30)
OPERATING EXPENSES 4									

NEPENTHE ASSOCIATION
INCOME STATEMENT
11/30/2024

12/23/2024 12:06 PM Page: D 2

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
UTILITIES									
3,545.54	4,252	706.46	15101	ELECTRICITY	45,472.71	46,772	1,299.29	51,024	5,551.29
3,406.31	2,122	(1,284.31)	15102	GAS	19,250.98	23,342	4,091.02	25,464	6,213.02
693.94	510	(183.94)	15103	REFUSE COLLECTION	8,223.48	5,610	(2,613.48)	6,120	(2,103.48)
164.24	172	7.76	15105	TELEPHONE EXPENSE	1,806.64	1,892	85.36	2,064	257.36
6,451.06	5,865	(586.06)	15106	WATER	64,259.41	64,515	255.59	70,380	6,120.59
752.22	540	(212.22)	15155	INTERNET EXPENSE	7,781.03	5,940	(1,841.03)	6,480	(1,301.03)
15,013.31	13,461	(1,552.31)		TOTAL UTILITIES	146,794.25	148,071	1,276.75	161,532	14,737.75
LAND MAINTENANCE									
48,880.00	48,880	0.00	15500	CONTRACT LANDSCAPE SERVICE	537,680.00	537,680	0.00	586,560	48,880.00
0.00	744	744.00	15511	BACKFLOW DEVICE TEST	3,000.00	8,184	5,184.00	8,928	5,928.00
48,880.00	49,624	744.00		TOTAL LAND MAINTENANCE	540,680.00	545,864	5,184.00	595,488	54,808.00
COMMON AREA									
3,825.00	3,475	(350.00)	16020	CONTRACT POOL/SPA SERVICE	38,640.00	38,225	(415.00)	41,700	3,060.00
0.00	85	85.00	16022	POOL EQUIPMENT REPAIR	666.69	935	268.31	1,020	353.31
0.00	210	210.00	16027	POOL INSPECTION	5,172.85	2,310	(2,862.85)	2,520	(2,652.85)
0.00	210	210.00	18457	PLUMBING REPAIR	1,525.00	2,310	785.00	2,520	995.00
0.00	0	0.00	18501	EXPENSES TO BE REIMBURSED	(6,570.00)	0	6,570.00	0	6,570.00
0.00	1,300	1,300.00	18524	MATERIAL SUPPLIES	4,762.60	14,300	9,537.40	15,600	10,837.40
65.00	335	270.00	18526	PEST CONTROL	4,440.00	3,685	(755.00)	4,020	(420.00)
2,490.00	2,657	167.00	18531	JANITORIAL SERVICE	32,560.00	29,227	(3,333.00)	31,884	(676.00)
212.63	192	(20.63)	18532	JANITORIAL SUPPLIES	2,849.01	2,112	(737.01)	2,304	(545.01)
0.00	21	21.00	18534	FIRE EXTINGUISHER SERVICE	601.12	231	(370.12)	252	(349.12)
2,181.00	0	(2,181.00)	18544	LIGHT REPAIRS	4,676.00	0	(4,676.00)	0	(4,676.00)
720.00	739	19.00	18579	PATROL SERVICE	7,541.74	8,129	587.26	8,868	1,326.26
0.00	6,250	6,250.00	18736	GUTTER & DOWNSPOUT CLEANING	87,632.00	68,750	(18,882.00)	75,000	(12,632.00)
4,355.38	3,750	(605.38)	18767	REPAIR & MAINTENANCE	47,977.38	41,250	(6,727.38)	45,000	(2,977.38)
0.00	0	0.00	18771	BACKFLOW DEVICE TEST	10,677.70	0	(10,677.70)	0	(10,677.70)
152.96	140	(12.96)	18905	KITCHEN SUPPLIES	1,346.69	1,540	193.31	1,680	333.31
0.00	85	85.00	18986	FITNESS CONTRACT	1,562.13	935	(627.13)	1,020	(542.13)
14,001.97	19,449	5,447.03		TOTAL COMMON AREA	246,060.91	213,939	(32,121.91)	233,388	(12,672.91)
MANAGEMENT/ON-SITE ADMIN EXP									
150.00	175	25.00	18001	COMMUNITY WEBSITE	7,078.88	1,925	(5,153.88)	2,100	(4,978.88)
(500.00)	100	600.00	18003	COMMUNITY EVENTS/PROGRAMS	(637.81)	1,100	1,737.81	1,200	1,837.81
7,800.00	8,190	390.00	19109	CONTRACT MANAGEMENT	85,800.00	90,090	4,290.00	98,280	12,480.00
0.00	210	210.00	19101	CPA SERVICES	2,105.00	2,310	205.00	2,520	415.00
0.00	0	0.00	19104	FEDERAL TAX EXPENSE 5	(2,319.00)	0	2,319.00	0	2,319.00

NEPENTHE ASSOCIATION
INCOME STATEMENT
11/30/2024

12/23/2024 12:06 PM Page: D 3

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

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Irvine CA 92618

----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
0.00	0	0.00	19105	FRANCHISE TAX BOARD	(6,829.00)	0	6,829.00	0	6,829.00
0.00	25	25.00	19106	TAXES & LICENSES	(362.00)	275	637.00	300	662.00
1,185.00	1,167	(18.00)	19108	GENERAL COUNSEL SERVICE	44,404.90	12,837	(31,567.90)	14,004	(30,400.90)
3,609.50	3,334	(275.50)	19111	MANAGEMENT REIMBURSABLE	44,644.00	36,674	(7,970.00)	40,008	(4,636.00)
0.00	21	21.00	19112	POSTAGE, ON-SITE	495.60	231	(264.60)	252	(243.60)
0.00	100	100.00	19117	DUES & PUBLICATIONS	600.00	1,100	500.00	1,200	600.00
35.00	35	0.00	19119	BANK FEES	405.00	385	(20.00)	420	15.00
14,181.87	16,500	2,318.13	19124	ON-SITE STAFF	179,038.44	181,500	2,461.56	198,000	18,961.56
520.00	583	63.00	17209	PAYROLL PROCESSING FEES	5,200.00	6,413	1,213.00	6,996	1,796.00
(868.83)	0	868.83	19126	DELINQUENCY MONITORING	(14,687.32)	0	14,687.32	0	14,687.32
10,530.82	100	(10,430.82)	19132	OPERATING CONTINGENCY	14,955.98	1,100	(13,855.98)	1,200	(13,755.98)
328.80	317	(11.80)	19172	ACCOUNTING REIMBURSABLES	4,928.80	3,487	(1,441.80)	3,804	(1,124.80)
119.00	125	6.00	19174	AMS COLLECTION EXPENSE	5,697.81	1,375	(4,322.81)	1,500	(4,197.81)
0.00	85	85.00	19178	PROPERTY TAX	352.70	935	582.30	1,020	667.30
8,071.00	7,583	(488.00)	19247	PAYROLL TAXES & BENEFITS	91,753.89	83,413	(8,340.89)	90,996	(757.89)
0.00	125	125.00	19295	ON-SITE OFFICE SUPPLIES	2,612.23	1,375	(1,237.23)	1,500	(1,112.23)
700.43	450	(250.43)	19382	COPIER LEASE	5,871.78	4,950	(921.78)	5,400	(471.78)
45,862.59	39,225	(6,637.59)		TOTAL MANAGEMENT/ON-SITE ADMIN E	471,109.88	431,475	(39,634.88)	470,700	(409.88)
				INSURANCE					
59,882.95	16,851	(43,031.95)	19107	INSURANCE	468,277.44	185,361	(282,916.44)	202,212	(266,065.44)
29,105.00	33,575	4,470.00	DC19307	FLOOD INSURANCE	347,555.00	369,325	21,770.00	402,900	55,345.00
88,987.95	50,426	(38,561.95)		TOTAL INSURANCE	815,832.44	554,686	(261,146.44)	605,112	(210,720.44)
212,745.82	172,185	(40,560.82)		TOTAL OPERATING EXPENSES	2,220,477.48	1,894,035	(326,442.48)	2,066,220	(154,257.48)
(55,015.20)	0	(55,015.20)		NET INCOME/(LOSS)	(68,576.18)	0	(68,576.18)	0	68,576.18

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
11/30/2024

12/23/2024 12:06 PM Page: EA 1

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	TOTAL
REVENUE													
14000 HOMEOWNER ASSESSMENT REVENUE	348217	366882	352421	366890	368124	370812	349054	378288	350317	360084	375307	347324	4333720
14087 EASEMENT AGREEMENT	5874	0	7276	0	0	7816	0	0	3233	0	0	6218	30416
14101 INTEREST ON PAST DUE ASSESMEN	1633	49	75	461	66	299	450	31	71	115	786	62	4097
14110 KEY REVENUE	50	90	75	75	50	60	145	85	40	50	80	20	820
14113 CLUBHOUSE RENTAL	865	1440	355	645	0	725	1835	-625	995	415	555	930	8135
14116 CC&R VIOLATIONS/FINES	1744	0	620	0	620	620	0	596	682	658	1393	20	6953
14121 INTEREST REVENUE	0	0	0	0	0	0	0	0	0	0	0	230	230
14122 INSURANCE REIMBURSEMENT	225	0	71172	-40	4993	225	0	10800	450	-225	0	450	88049
14132 MISCELLANEOUS REVENUE	626	0	11062	0	0	0	0	0	0	0	60	0	11748
14162 OPERATING INTEREST REVENUE	248	283	259	247	272	255	235	243	273	254	246	0	2814
14163 RESERVE INTEREST REVENUE	43605	41299	28496	31274	28263	70026	37279	38608	19567	43106	15486	49948	446956
14234 LEGAL REIMBURSEMENTS	2523	0	0	0	0	0	0	0	0	0	0	0	2523
14357 RESERVE CONTRIBUTION	0	0	0	0	0	0	0	0	0	750	465	0	1215
TOTAL REVENUE	405610	410043	471810	399552	402387	450838	388998	428026	375627	405207	394377	405201	4937676
RESERVE CONTRIBUTION													
19572 GYM/WORKOUT FACILITIES RESERVE	275	0	272	272	272	272	136	272	544	408	0	272	2995
19660 PAINTING-INTERIOR RES	184	0	202	202	202	202	101	202	404	303	0	202	2204
19714 CONCRETE REPAIR RESERVE	4097	0	2100	2100	2100	2100	1050	2100	4200	3150	0	2100	25097
19803 GENERAL RESERVE INTEREST	43605	41299	28496	31274	28263	70026	37279	38608	19567	43106	15486	49948	446956
19820 ROOF RESERVE	70521	0	70032	70032	70032	70032	35016	70032	140064	105048	0	70032	770841
19822 POOL/SPA RESERVE	2751	0	2700	2700	2700	2700	1350	2700	5400	4050	0	2700	29751
19827 FENCING RESERVE	4935	0	6585	6585	6585	6585	3293	6585	13170	9878	0	6585	70785
19833 IRRIGATION RESERVE	10477	0	15614	15614	15614	15614	7807	15614	31228	23421	0	15614	166617
19846 SIGN RESERVE	370	0	581	581	581	581	291	581	1162	872	0	581	6180
19878 PAVING RESERVE	11628	0	10820	10820	10820	10820	5410	10820	21640	16230	0	10820	119828
19899 RESERVE STUDY	166	0	152	152	152	152	76	152	304	228	0	152	1686
L19833 OUTDOOR EQUIPMENT RSRV	5	0	4	4	4	4	2	4	8	6	0	4	45
L19835 PAINTING EXTERIOR RESERVE	13496	0	12308	12308	12308	12308	6154	12308	24616	18462	0	12308	136576
L19836 STRUCTURAL REPAIRS RSRV	41002	0	37367	37367	37367	37367	18684	37367	74734	56051	465	37367	415137
N19611 UNDERGROUND UTILITY REPR RSV	1395	0	2533	2533	2533	2533	1267	2533	5066	3800	0	2533	26725
N19691 POLE LIGHT REPR RSV	618	0	578	578	578	578	289	578	1156	867	0	578	6398
N19717 CLBHOUSE REMODEL INTERIOR RENO	3001	0	2945	2945	2945	2945	1473	2945	5890	4418	0	2945	32451
N19830 MISCELLANEOUS RSV	434	0	204	204	204	204	102	204	408	306	0	204	2474
N19974 COMMON TENNIS CRT RSV	1312	0	1339	1339	1339	1339	670	1339	2678	2009	0	1339	14702
N19975 GROUNDS RSV	10477	0	15614	15614	15614	15614	7807	15614	31228	24171	0	15614	167367
N19982 TREE REM/ ANNL MAINT RSV	10477	0	15614	15614	15614	15614	7807	15614	31228	23421	0	15614	166617
TOTAL RESERVE CONTRIBUTION	231226	41299	226060	228838	225827	267590	136061	236172	414695	340202	15951	247512	2611432
AVAILABLE OPERATING REVENUE	174384	368744	245750	170714	176560	183248	252938	191854	-39067	65005	378427	157690	2326244

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
11/30/2024

12/23/2024 12:06 PM Page: EA 2

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

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15241 Laguna Canyon Road
Irvine CA 92618

	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	TOTAL
OPERATING EXPENSES													
UTILITIES													
15101 ELECTRICITY	3422	3589	3891	7284	0	6387	3685	4124	4298	4328	4341	3546	48895
15102 GAS	2697	2569	2521	1928	1372	740	2074	869	565	1313	1894	3406	21948
15103 REFUSE COLLECTION	486	776	1110	690	1007	118	3715	612	-2613	1419	694	694	8710
15105 TELEPHONE EXPENSE	164	164	164	164	164	164	164	164	164	164	164	164	1971
15106 WATER	4875	6088	7125	5055	6012	5085	5001	5089	5176	6116	7061	6451	69134
15155 INTERNET EXPENSE	627	627	637	637	637	652	652	752	752	932	752	752	8408
TOTAL UTILITIES	12270	13814	15448	15758	9192	13146	15292	11610	8343	14272	14906	15013	159065
LAND MAINTENANCE													
15500 CONTRACT LANDSCAPE SERVICE	45100	0	97760	48880	48880	48880	48880	48880	48880	48880	48880	48880	582780
15511 BACKFLOW DEVICE TEST	0	0	3000	0	0	0	0	0	0	0	0	0	3000
TOTAL LAND MAINTENANCE	45100	0	100760	48880	48880	48880	48880	48880	48880	48880	48880	48880	585780
COMMON AREA													
16020 CONTRACT POOL/SPA SERVICE	3375	3675	3375	3075	3225	3075	3525	3525	3840	3675	3825	3825	42015
16022 POOL EQUIPMENT REPAIR	0	0	0	0	0	550	117	0	0	0	0	0	667
16027 POOL INSPECTION	0	0	0	659	1919	0	1289	0	0	0	1306	0	5173
18457 PLUMBING REPAIR	0	0	0	0	300	0	0	0	225	1000	0	0	1525
18501 EXPENSES TO BE REIMBURSED	0	-360	0	-1350	0	0	-4860	0	0	0	0	0	-6570
18524 MATERIAL SUPPLIES	347	636	576	751	1146	-431	524	408	0	887	266	0	5109
18526 PEST CONTROL	0	365	0	355	65	65	265	215	365	1865	815	65	4440
18531 JANITORIAL SERVICE	0	4980	3470	3940	2490	0	2490	5230	2490	2490	2490	2490	32560
18532 JANITORIAL SUPPLIES	0	1013	0	12	166	-360	0	1013	0	0	792	213	2849
18534 FIRE EXTINGUISHER SERVICE	0	0	225	193	182	0	0	0	0	0	0	0	601
18544 LIGHT REPAIRS	0	0	0	0	355	0	0	0	490	207	1443	2181	4676
18579 PATROL SERVICE	1144	634	1304	0	696	672	732	696	732	672	684	720	8685
18736 GUTTER & DOWNSPOUT CLEANING	0	32456	27588	0	27588	0	0	0	0	0	0	0	87632
18767 REPAIR & MAINTENANCE	5337	2502	5979	4768	5170	4287	5039	3115	4365	4948	3449	4355	53314
18771 BACKFLOW DEVICE TEST	0	0	0	96	0	96	0	0	9477	1009	0	0	10678
18905 KITCHEN SUPPLIES	0	219	88	0	0	0	374	63	275	0	175	153	1347
18986 FITNESS CONTRACT	0	256	0	228	0	161	115	125	561	115	0	0	1562
TOTAL COMMON AREA	10202	46377	42604	12728	43303	8116	9609	14391	22820	16868	15244	14002	256263
MANAGEMENT/ON-SITE ADMIN EXP													
18001 COMMUNITY WEBSITE	150	150	1230	249	150	2275	150	150	2275	150	150	150	7229
18003 COMMUNITY EVENTS/PROGRAMS	897	470	97	45	105	0	-855	0	0	0	0	-500	259
19109 CONTRACT MANAGEMENT	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	93600

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
11/30/2024

12/23/2024 12:06 PM Page: EA 3

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
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Irvine CA 92618

	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	TOTAL
19101 CPA SERVICES	0	0	0	2105	0	0	0	0	0	0	0	0	2105
19104 FEDERAL TAX EXPENSE	0	0	0	0	89961	0	41760	0	-175800	0	41760	0	-2319
19105 FRANCHISE TAX BOARD	0	0	0	0	19205	0	10850	0	-47734	0	10850	0	-6829
19106 TAXES & LICENSES	0	0	0	0	0	0	0	-362	0	0	0	0	-362
19108 GENERAL COUNSEL SERVICE	3264	11181	0	11217	4500	2646	1886	3642	6298	1850	0	1185	47669
19111 MANAGEMENT REIMBURSABLE	925	3620	7604	3610	3610	3610	3610	3645	3610	3610	4510	3610	45569
19112 POSTAGE, ON-SITE	0	0	79	0	57	138	0	0	0	222	0	0	496
19117 DUES & PUBLICATIONS	0	0	0	600	0	0	0	0	0	0	0	0	600
19119 BANK FEES	35	55	35	35	35	35	35	35	35	35	35	35	440
19124 ON-SITE STAFF	14038	0	23825	29769	7057	22193	14516	14264	14382	24502	14348	14182	193077
17209 PAYROLL PROCESSING FEES	1040	0	520	520	520	520	520	520	520	520	520	520	6240
19126 DELINQUENCY MONITORING	-2564	-440	-671	-2633	-750	-1389	-935	-650	-546	-2285	-3519	-869	-17251
19132 OPERATING CONTINGENCY	491	0	0	0	0	2847	0	0	0	1578	0	10531	15447
19143 LEGAL-COLLECTIONS	739	0	0	0	0	0	0	0	0	0	0	0	739
19172 ACCOUNTING REIMBURSABLES	0	389	1141	467	374	364	368	326	363	446	363	329	4929
19174 AMS COLLECTION EXPENSE	-908	781	737	-1260	880	180	-48	944	1564	345	1455	119	4790
19178 PROPERTY TAX	0	0	0	0	0	0	0	495	0	-142	0	0	353
19247 PAYROLL TAXES & BENEFITS	6883	0	11997	13851	3783	11586	7647	7566	7604	11470	8180	8071	98637
19295 ON-SITE OFFICE SUPPLIES	231	482	480	222	157	114	191	92	0	765	111	0	2844
19382 COPIER LEASE	482	447	0	654	718	1008	89	521	593	61	1079	700	6354
TOTAL MANAGEMENT/ON-SITE ADM	33504	24934	54873	67250	138160	53928	87584	38989	-179038	50926	87642	45863	504614
INSURANCE													
19107 INSURANCE	16221	16221	16221	16221	16221	41221	16221	16221	12798	19645	237403	59883	484499
DC1930 FLOOD INSURANCE	-22167	56505	29105	29105	29105	29105	29105	29105	29105	29105	29105	29105	325388
TOTAL INSURANCE	-5946	72726	45326	45326	45326	70326	45326	45326	41903	48750	266508	88988	809887
TOTAL OPERATING EXPENSES	95131	157851	259012	189942	284861	194397	206691	159196	-57092	179696	433179	212746	2315609
NET INCOME/(LOSS)	79212	210893	-13261	-19228	-108301	-11149	45022	33883	18025	-114691	-54753	-55015	10636

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NEPENTHE ASSOCIATION

CASH BASIS FINANCIAL STATEMENTS

FOR THE MONTH AND TWELVE MONTH(S) ENDED
DECEMBER 31, 2024

CONTENTS

FINANCIAL SUMMARY REPORT	
CASH FLOW REPORT	
COMPARATIVE BALANCE SHEET	A
INVESTMENT REPORT	B
GENERAL RESERVE FUND BALANCE SUPPORT SCHEDULE	C
INCOME STATEMENT	D
INCOME STATEMENT FOR 12 MONTHS ENDING	EA
SUB ACCOUNT LEDGER	FA
GENERAL LEDGER	F
TRANSACTION REGISTER	G
RECEIPTS STATEMENT	H
DISBURSEMENTS REPORT	I
CHECK HISTORY REPORT	J
BANK RECONCILIATIONS	

THE ACCOMPANYING FINANCIAL STATEMENTS ARE SUBJECT TO AUDIT
AND ARE ONLY INTENDED FOR THE ASSOCIATION'S INTERNAL USE.

PREPARED BY:



NEPENTHE ASSOCIATION

Financial Summary

Fiscal Year End: December 31, 2024

For the Month Ended: December 31, 2024

Operating cash	89,191.80	140,199.91	Decrease in Cash	(51,008.11)
Reserve cash	8,937,749.74	9,256,218.11	Decrease in Cash	(318,468.37)
Adj Operating Cash (see note 1)	38,970.89	76,052.13	Decrease in Cash	(37,081.24)

Average budgeted expenses / month	369,749.00
Average # of months of available cash	0.24
Percent Funded Per 2024 Reserve Study	186.0%

ASSESSMENT SUMMARY

Prepaid Utilities	
Monthly Assessment Budget	365,799.00
Assessment Cash Received	371,555.27

Total Assessments Receivable

0-30 days late (see note 2)	0.00
31-60 days late	14,209.60
61-90 days late	6,559.00
over 90 days late	39,107.67
Total Assessments Due	59,876.27

Other Receivable

Other Receivable	81,788.70
Past Residents Assessments Rec.	16,743.48

Prepaid Assessments	50,220.91
---------------------	-----------

OPERATING SUMMARY

Category	December Expenses	YTD Expenses	YTD Budget	YTD Variance	Negative YTD Variances>\$2000
Utilities	13,885	160,680	161,532	852	
Landscape	48,880	589,560	595,488	5,928	
Common Area	11,714	257,775	233,388	(24,387)	GUTTER/BACKFLOW
Management/On-Site Admin	(17,580)	453,530	470,700	17,170	
Insurance	72,738	888,571	605,112	(283,459)	~\$3K/MONTH MORE THAN BUDGET
Total Operating Expenses	129,638	2,350,115	2,066,220	(283,895)	Spending overbudget year-to-date
YTD Profit/(Loss)		177,068			

RESERVE SUMMARY

Contribution to Reserves this month:	0.00	Reserve Disbursements this month:	365,704.55
Contribution to Reserves Year-to-Date:	1,976,854.91	Reserve Disbursements Year-to-Date:	4,379,207.04
Interest on reserve funds Year-to-Date	452,392.34		

ITEMS OF NOTE

1. Adj Operating Cash is calculated by Operating Account Funds minus Prepaid Assessments.
2. In a month with 31 days, assessments owed for that month would be reflected under 31-60 days late.
3. Insurance Claim of \$202,707.63 added directly to reserves, will not reflect on income statement, nor will it offset the budget.



Nepenthe's Year To Date Cash Flow

Sources/Uses		Operations	Reserves
Beginning Balance	1/1/2024	193,609	10,905,489
Plus	Income	4,955,160	
	Reserve Investment Income		452,392
	Contributions to Reserves		1,976,855
	Accounts Payable	0	
	Processing Fees		
Less	Operating Expenses	(2,350,115)	
	Reserve Funding	(1,976,855)	
	Reserve Expenses		(4,379,207)
	Due to Operating	0	
	Receivable from Management	0	
Ending Balance	12/31/2024	89,192	8,937,750

Budget Report

Actual Income - Year-to-date	\$ 4,955,159.88
Budgeted Income - Year-to-date	\$ 4,436,988.00
Produced a positive Year-to-date income variance of	\$ 518,171.88
Actual Expenses and Reserve Contribution - Year-to-date	\$ 4,779,362.67
Budgeted Expenses and Reserve Contribution - Year-to-date	\$ 4,436,988.00
Produced a negative Year-to-date operating expenses variance of	\$ (342,374.67)

The two combined variances produced a positive Year-to-date variance of \$ 175,797.21

Other Information

Unpaid assessments at	12/31/2024	were:	\$ 59,876.27
Prepaid assessments at	12/31/2024	were:	\$ 50,220.91

NEPENTHE ASSOCIATION
COMPARATIVE BALANCE SHEET
12/31/2024

01/23/2025 9:46 AM Page: A 1

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	CURRENT MONTH	PRIOR MONTH
----- CASH AND INVESTMENTS		
OPERATING ACCOUNT FUNDS	89,191.80	140,199.91
PETTY CASH	150.00	150.00
RESERVE ACCOUNT FUNDS	<u>8,937,749.74</u>	<u>9,256,218.11</u>
TOTAL CASH AND INVESTMENTS	9,027,091.54	9,396,568.02
OTHER ASSETS		
DUE TO RESERVES	53,085.00	475.00
DUE FROM OPERATING	(53,085.00)	(475.00)
UNFUNDED RESERVES	<u>395,128.00</u>	<u>197,564.00</u>
TOTAL OTHER ASSETS	395,128.00	197,564.00
TOTAL ASSETS	<u><u>9,422,219.54</u></u>	<u><u>9,594,132.02</u></u>
LIABILITIES		

ACCOUNTS PAYABLE	0.00	349,262.50
UNFUNDED RESERVES	<u>395,128.00</u>	<u>197,564.00</u>
TOTAL LIABILITIES	395,128.00	546,826.50
MEMBERS EQUITY		

GENERAL RESERVE FUND BALANCE	8,990,834.74	9,256,693.11
OPERATING FUND BALANCE-BEG OF YEAR	(140,811.41)	(140,811.41)
CURRENT YEAR INCOME/(LOSS)	<u>177,068.21</u>	<u>(68,576.18)</u>
TOTAL LIABILITIES & MEMBERS EQUITY	<u><u>9,422,219.54</u></u>	<u><u>9,594,132.02</u></u>

NEPENTHE ASSOCIATION
RESERVE FUND BALANCES SUPPORT SCHEDULES
12/31/2024

01/23/2025 9:46 AM Page: C 1

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15241 Laguna Canyon Road
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	PRIOR YEAR BALANCE	BEG BAL REALLOCATION	ADDITIONS THIS YEAR	EXPENSE CURRENT MONTH	PREVIOUS EXP CURRENT YEAR	CURRENT BALANCE
GENERAL RESERVES						
23103 INTEREST ON RESERVE FUNDING	524,279.79	(976,672.13)	452,392.34	0.00	0.00	0.00
22872 GYM/WORKOUT FACILITY	31,790.43	(20,493.32)	2,720.00	0.00	0.00	14,017.11
22960 PAINTING-INTERIOR RESERVES	21,475.36	(17,156.74)	2,020.00	0.00	0.00	6,338.62
23014 CONCRETE REPAIRED RESERVES	160,344.60	157,229.73	21,000.00	0.00	(230,354.00)	108,220.33
23058 GENERAL RESERVES	0.00	5,668.68	0.00	0.00	(5,668.68)	0.00
23120 ROOF RESERVES	6,657,012.44	(3,956,718.60)	700,320.00	(395.00)	(50,542.03)	3,349,676.81
23122 POOL/SPA RESERVES	143,567.02	(49,451.48)	27,000.00	0.00	(14,286.62)	106,828.92
23127 FENCING RESERVES	(139,895.10)	1,341,416.57	65,850.00	(61,369.48)	(844,030.76)	361,971.23
23130 CONTIGENCY RESERVES	0.00	276,144.00	0.00	0.00	(223,534.00)	52,610.00
23133 IRRIGATION RESERVES	329,808.71	(172,188.26)	156,140.00	(17,060.00)	(169,825.00)	126,875.45
23146 SIGNS RESERVES	46,858.61	(20,448.33)	5,810.00	(461.08)	(1,818.24)	29,940.96
23178 PAVING RESERVES	712,705.89	(263,313.53)	108,200.00	0.00	0.00	557,592.36
23199 RESERVE STUDY RESERVES	4,815.49	8,097.60	1,520.00	0.00	(6,600.00)	7,833.09
23201 PRIOR YEAR FUNDING	187,620.00	(187,620.00)	0.00	0.00	0.00	0.00
L23133 OUTDOOR EQUIPMENT RSRV	(537.99)	14,772.77	40.00	0.00	0.00	14,274.78
L23135 PAINT EXTERIOR RSRV	1,098,643.63	(333,236.10)	123,080.00	(16,600.00)	(237,613.34)	634,274.19
L23136 STRUCTURAL REPAIRS RSRV	1,791,300.39	1,292,844.96	374,134.91	(151,818.99)	(1,380,809.38)	1,925,651.89
N22911 UNDERGROUND UTILITY RSRV	(70,237.81)	152,756.44	25,330.00	(4,945.00)	(4,990.00)	97,913.63
N23017 CLUBHOUSE RENOVATION RSRV	417,259.04	(316,583.29)	29,450.00	0.00	(45,353.17)	84,772.58
N23130 MISCELLANEOUS RSRV	84,222.18	(66,289.04)	2,040.00	0.00	(3,224.76)	16,748.38
N23274 TENNIS COURT RSRV	117,812.55	(62,199.21)	13,390.00	0.00	0.00	69,003.34
N23275 GROUNDS RESERVE	(725,443.29)	1,782,272.40	266,188.00	(30,000.00)	(597,315.00)	695,702.11
N23282 TREE REMOVAL ANNUAL MAINT RSRV	(473,273.29)	1,343,265.66	46,842.00	(30,445.00)	(187,595.25)	698,794.12
N22991 POLE LIGHT REPAIRS RSRV	(29,943.38)	67,901.22	5,780.00	0.00	(10,138.00)	33,599.84
Z29000 PENDING RESERVE EXPENSE	(195.74)	0.00	0.00	0.00	195.74	0.00
TOTAL GENERAL RESERVES	10,889,989.53	0.00	2,429,247.25	(313,094.55)	(4,013,502.49)	8,992,639.74

NEPENTHE ASSOCIATION
INCOME STATEMENT
12/31/2024

01/23/2025 9:46 AM Page: D 1

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15241 Laguna Canyon Rd
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----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
REVENUE									
371,555.27	365,799	5,756.27	14000	HOMEOWNER ASSESSMENT REVENUE	4,357,058.28	4,389,588	(32,529.72)	4,389,588	32,529.72
0.00	2,000	(2,000.00)	14087	EASEMENT AGREEMENT	24,542.38	24,000	542.38	24,000	(542.38)
262.00	150	112.00	14101	INTEREST ON PAST DUE ASSESSMENTS	2,725.70	1,800	925.70	1,800	(925.70)
10.00	50	(40.00)	14110	KEY REVENUE	780.00	600	180.00	600	(180.00)
1,370.00	350	1,020.00	14113	CLUBHOUSE RENTAL	8,640.00	4,200	4,440.00	4,200	(4,440.00)
558.00	0	558.00	14116	CC&R VIOLATIONS/FINES	5,767.00	0	5,767.00	0	(5,767.00)
0.00	0	0.00	14121	INTEREST REVENUE	229.78	0	229.78	0	(229.78)
225.00	1,400	(1,175.00)	14122	INSURANCE REIMBURSEMENT	88,049.39	16,800	71,249.39	16,800	(71,249.39)
0.00	0	0.00	14132	MISCELLANEOUS REVENUE	11,121.89	0	11,121.89	0	(11,121.89)
72.06	0	72.06	14162	OPERATING INTEREST REVENUE	2,638.21	0	2,638.21	0	(2,638.21)
49,041.18	0	49,041.18	14163	RESERVE INTEREST REVENUE	452,392.34	0	452,392.34	0	(452,392.34)
0.00	0	0.00	14357	RESERVE CONTRIBUTION	1,214.91	0	1,214.91	0	(1,214.91)
423,093.51	369,749	53,344.51		TOTAL REVENUE	4,955,159.88	4,436,988	518,171.88	4,436,988	(518,171.88)
RESERVE CONTRIBUTION									
0.00	272	272.00	19572	GYM/WORKOUT FACILITIES RESERVES	2,720.00	3,264	544.00	3,264	544.00
0.00	202	202.00	19660	PAINTING-INTERIOR RES	2,020.00	2,424	404.00	2,424	404.00
0.00	2,100	2,100.00	19714	CONCRETE REPAIR RESERVE	21,000.00	25,200	4,200.00	25,200	4,200.00
49,041.18	0	(49,041.18)	19803	GENERAL RESERVE INTEREST	452,392.34	0	(452,392.34)	0	(452,392.34)
0.00	70,032	70,032.00	19820	ROOF RESERVE	700,320.00	840,384	140,064.00	840,384	140,064.00
0.00	2,700	2,700.00	19822	POOL/SPA RESERVE	27,000.00	32,400	5,400.00	32,400	5,400.00
0.00	6,585	6,585.00	19827	FENCING RESERVE	65,850.00	79,020	13,170.00	79,020	13,170.00
0.00	15,614	15,614.00	19833	IRRIGATION RESERVE	156,140.00	187,368	31,228.00	187,368	31,228.00
0.00	581	581.00	19846	SIGN RESERVE	5,810.00	6,972	1,162.00	6,972	1,162.00
0.00	10,820	10,820.00	19878	PAVING RESERVE	108,200.00	129,840	21,640.00	129,840	21,640.00
0.00	152	152.00	19899	RESERVE STUDY	1,520.00	1,824	304.00	1,824	304.00
0.00	4	4.00	L19833	OUTDOOR EQUIPMENT RSRV	40.00	48	8.00	48	8.00
0.00	12,308	12,308.00	L19835	PAINTING EXTERIOR RESERVE	123,080.00	147,696	24,616.00	147,696	24,616.00
0.00	37,367	37,367.00	L19836	STRUCTURAL REPAIRS RSRV	374,134.91	448,404	74,269.09	448,404	74,269.09
0.00	2,533	2,533.00	N19611	UNDERGROUND UTILITY REPR RSV	25,330.00	30,396	5,066.00	30,396	5,066.00
0.00	578	578.00	N19691	POLE LIGHT REPR RSV	5,780.00	6,936	1,156.00	6,936	1,156.00
0.00	2,945	2,945.00	N19717	CLBHOUSE REMODEL INTERIOR RENOVATI	29,450.00	35,340	5,890.00	35,340	5,890.00
0.00	204	204.00	N19830	MISCELLANEOUS RSV	2,040.00	2,448	408.00	2,448	408.00
0.00	1,339	1,339.00	N19974	COMMON TENNIS CRT RSV	13,390.00	16,068	2,678.00	16,068	2,678.00
0.00	15,614	15,614.00	N19975	GROUPS RSV	156,890.00	187,368	30,478.00	187,368	30,478.00
0.00	15,614	15,614.00	N19982	TREE REM/ ANNL MAINT RSV	156,140.00	187,368	31,228.00	187,368	31,228.00
49,041.18	197,564	148,522.82		TOTAL RESERVE CONTRIBUTION	2,429,247.25	2,370,768	(58,479.25)	2,370,768	(58,479.25)
374,052.33	172,185	201,867.33		AVAILABLE OPERATING REVENUE	2,525,912.63	2,066,220	459,692.63	2,066,220	(459,692.63)

OPERATING EXPENSES 6

NEPENTHE ASSOCIATION
INCOME STATEMENT
12/31/2024

01/23/2025 9:46 AM Page: D 2

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
UTILITIES									
3,854.27	4,252	397.73	15101	ELECTRICITY	49,326.98	51,024	1,697.02	51,024	1,697.02
2,332.53	2,122	(210.53)	15102	GAS	21,583.51	25,464	3,880.49	25,464	3,880.49
763.97	510	(253.97)	15103	REFUSE COLLECTION	8,987.45	6,120	(2,867.45)	6,120	(2,867.45)
164.24	172	7.76	15105	TELEPHONE EXPENSE	1,970.88	2,064	93.12	2,064	93.12
6,018.06	5,865	(153.06)	15106	WATER	70,277.47	70,380	102.53	70,380	102.53
752.22	540	(212.22)	15155	INTERNET EXPENSE	8,533.25	6,480	(2,053.25)	6,480	(2,053.25)
13,885.29	13,461	(424.29)		TOTAL UTILITIES	160,679.54	161,532	852.46	161,532	852.46
LAND MAINTENANCE									
48,880.00	48,880	0.00	15500	CONTRACT LANDSCAPE SERVICE	586,560.00	586,560	0.00	586,560	0.00
0.00	744	744.00	15511	BACKFLOW DEVICE TEST	3,000.00	8,928	5,928.00	8,928	5,928.00
48,880.00	49,624	744.00		TOTAL LAND MAINTENANCE	589,560.00	595,488	5,928.00	595,488	5,928.00
COMMON AREA									
3,525.00	3,475	(50.00)	16020	CONTRACT POOL/SPA SERVICE	42,165.00	41,700	(465.00)	41,700	(465.00)
0.00	85	85.00	16022	POOL EQUIPMENT REPAIR	666.69	1,020	353.31	1,020	353.31
0.00	210	210.00	16027	POOL INSPECTION	5,172.85	2,520	(2,652.85)	2,520	(2,652.85)
0.00	210	210.00	18457	PLUMBING REPAIR	1,525.00	2,520	995.00	2,520	995.00
0.00	0	0.00	18501	EXPENSES TO BE REIMBURSED	(6,570.00)	0	6,570.00	0	6,570.00
0.00	1,300	1,300.00	18524	MATERIAL SUPPLIES	4,762.60	15,600	10,837.40	15,600	10,837.40
65.00	335	270.00	18526	PEST CONTROL	4,505.00	4,020	(485.00)	4,020	(485.00)
2,490.00	2,657	167.00	18531	JANITORIAL SERVICE	35,050.00	31,884	(3,166.00)	31,884	(3,166.00)
158.74	192	33.26	18532	JANITORIAL SUPPLIES	3,007.75	2,304	(703.75)	2,304	(703.75)
0.00	21	21.00	18534	FIRE EXTINGUISHER SERVICE	601.12	252	(349.12)	252	(349.12)
0.00	0	0.00	18544	LIGHT REPAIRS	4,676.00	0	(4,676.00)	0	(4,676.00)
720.00	739	19.00	18579	PATROL SERVICE	8,261.74	8,868	606.26	8,868	606.26
0.00	6,250	6,250.00	18736	GUTTER & DOWNSPOUT CLEANING	87,632.00	75,000	(12,632.00)	75,000	(12,632.00)
4,755.00	3,750	(1,005.00)	18767	REPAIR & MAINTENANCE	52,732.38	45,000	(7,732.38)	45,000	(7,732.38)
0.00	0	0.00	18771	BACKFLOW DEVICE TEST	10,677.70	0	(10,677.70)	0	(10,677.70)
0.00	140	140.00	18905	KITCHEN SUPPLIES	1,346.69	1,680	333.31	1,680	333.31
0.00	85	85.00	18986	FITNESS CONTRACT	1,562.13	1,020	(542.13)	1,020	(542.13)
11,713.74	19,449	7,735.26		TOTAL COMMON AREA	257,774.65	233,388	(24,386.65)	233,388	(24,386.65)
MANAGEMENT/ON-SITE ADMIN EXP									
150.00	175	25.00	18001	COMMUNITY WEBSITE	7,228.88	2,100	(5,128.88)	2,100	(5,128.88)
0.00	100	100.00	18003	COMMUNITY EVENTS/PROGRAMS	(637.81)	1,200	1,837.81	1,200	1,837.81
7,800.00	8,190	390.00	19109	CONTRACT MANAGEMENT	93,600.00	98,280	4,680.00	98,280	4,680.00
0.00	210	210.00	19101	CPA SERVICES	2,105.00	2,520	415.00	2,520	415.00
(41,760.00)	0	41,760.00	19104	FEDERAL TAX EXPENSE 7	(44,079.00)	0	44,079.00	0	44,079.00

NEPENTHE ASSOCIATION
INCOME STATEMENT
12/31/2024

01/23/2025 9:46 AM Page: D 3

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

----- ACTUAL	---MONTH--- BUDGETED	----- VARIANCE	G/L NUMBER	DESCRIPTION	----- ACTUAL	YEAR TO DATE BUDGETED	----- VARIANCE	ANNUAL BUDGET	\$ REMAINING IN BUDGET
(10,850.00)	0	10,850.00	19105	FRANCHISE TAX BOARD	(17,679.00)	0	17,679.00	0	17,679.00
0.00	25	25.00	19106	TAXES & LICENSES	(362.00)	300	662.00	300	662.00
2,050.00	1,167	(883.00)	19108	GENERAL COUNSEL SERVICE	46,454.90	14,004	(32,450.90)	14,004	(32,450.90)
740.00	3,334	2,594.00	19111	MANAGEMENT REIMBURSABLE	45,384.00	40,008	(5,376.00)	40,008	(5,376.00)
0.00	21	21.00	19112	POSTAGE, ON-SITE	495.60	252	(243.60)	252	(243.60)
0.00	100	100.00	19117	DUES & PUBLICATIONS	600.00	1,200	600.00	1,200	600.00
35.00	35	0.00	19119	BANK FEES	440.00	420	(20.00)	420	(20.00)
14,379.53	16,500	2,120.47	19124	ON-SITE STAFF	193,417.97	198,000	4,582.03	198,000	4,582.03
520.00	583	63.00	17209	PAYROLL PROCESSING FEES	5,720.00	6,996	1,276.00	6,996	1,276.00
(1,562.39)	0	1,562.39	19126	DELINQUENCY MONITORING	(16,249.71)	0	16,249.71	0	16,249.71
0.00	100	100.00	19132	OPERATING CONTINGENCY	14,955.98	1,200	(13,755.98)	1,200	(13,755.98)
0.00	317	317.00	19172	ACCOUNTING REIMBURSABLES	4,928.80	3,804	(1,124.80)	3,804	(1,124.80)
2,192.54	125	(2,067.54)	19174	AMS COLLECTION EXPENSE	7,890.35	1,500	(6,390.35)	1,500	(6,390.35)
0.00	85	85.00	19178	PROPERTY TAX	352.70	1,020	667.30	1,020	667.30
8,129.07	7,583	(546.07)	19247	PAYROLL TAXES & BENEFITS	99,882.96	90,996	(8,886.96)	90,996	(8,886.96)
104.22	125	20.78	19295	ON-SITE OFFICE SUPPLIES	2,716.45	1,500	(1,216.45)	1,500	(1,216.45)
492.49	450	(42.49)	19382	COPIER LEASE	6,364.27	5,400	(964.27)	5,400	(964.27)
(17,579.54)	39,225	56,804.54		TOTAL MANAGEMENT/ON-SITE ADMIN E	453,530.34	470,700	17,169.66	470,700	17,169.66
				INSURANCE					
59,882.95	16,851	(43,031.95)	19107	INSURANCE	528,160.39	202,212	(325,948.39)	202,212	(325,948.39)
12,855.50	33,575	20,719.50	DC19307	FLOOD INSURANCE	360,410.50	402,900	42,489.50	402,900	42,489.50
72,738.45	50,426	(22,312.45)		TOTAL INSURANCE	888,570.89	605,112	(283,458.89)	605,112	(283,458.89)
129,637.94	172,185	42,547.06		TOTAL OPERATING EXPENSES	2,350,115.42	2,066,220	(283,895.42)	2,066,220	(283,895.42)
245,644.39	0	245,644.39		NET INCOME/(LOSS)	177,068.21	0	177,068.21	0	(177,068.21)

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
12/31/2024

01/23/2025 9:46 AM Page: EA 1

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
REVENUE													
14000 HOMEOWNER ASSESSMENT REVENUE	366882	352421	366890	368124	370812	349054	378288	350317	360084	375307	347324	371555	4357058
14087 EASEMENT AGREEMENT	0	7276	0	0	7816	0	0	3233	0	0	6218	0	24542
14101 INTEREST ON PAST DUE ASSESMEN	49	75	461	66	299	450	31	71	115	786	62	262	2726
14110 KEY REVENUE	90	75	75	50	60	145	85	40	50	80	20	10	780
14113 CLUBHOUSE RENTAL	1440	355	645	0	725	1835	-625	995	415	555	930	1370	8640
14116 CC&R VIOLATIONS/FINES	0	620	0	620	620	0	596	682	658	1393	20	558	5767
14121 INTEREST REVENUE	0	0	0	0	0	0	0	0	0	0	230	0	230
14122 INSURANCE REIMBURSEMENT	0	71172	-40	4993	225	0	10800	450	-225	0	450	225	88049
14132 MISCELLANEOUS REVENUE	0	11062	0	0	0	0	0	0	0	60	0	0	11122
14162 OPERATING INTEREST REVENUE	283	259	247	272	255	235	243	273	254	246	0	72	2638
14163 RESERVE INTEREST REVENUE	41299	28496	31274	28263	70026	37279	38608	19567	43106	15486	49948	49041	452392
14357 RESERVE CONTRIBUTION	0	0	0	0	0	0	0	0	750	465	0	0	1215
TOTAL REVENUE	410043	471810	399552	402387	450838	388998	428026	375627	405207	394377	405201	423094	4955160
RESERVE CONTRIBUTION													
19572 GYM/WORKOUT FACILITIES RESERVE	0	272	272	272	272	136	272	544	408	0	272	0	2720
19660 PAINTING-INTERIOR RES	0	202	202	202	202	101	202	404	303	0	202	0	2020
19714 CONCRETE REPAIR RESERVE	0	2100	2100	2100	2100	1050	2100	4200	3150	0	2100	0	21000
19803 GENERAL RESERVE INTEREST	41299	28496	31274	28263	70026	37279	38608	19567	43106	15486	49948	49041	452392
19820 ROOF RESERVE	0	70032	70032	70032	70032	35016	70032	140064	105048	0	70032	0	700320
19822 POOL/SPA RESERVE	0	2700	2700	2700	2700	1350	2700	5400	4050	0	2700	0	27000
19827 FENCING RESERVE	0	6585	6585	6585	6585	3293	6585	13170	9878	0	6585	0	65850
19833 IRRIGATION RESERVE	0	15614	15614	15614	15614	7807	15614	31228	23421	0	15614	0	156140
19846 SIGN RESERVE	0	581	581	581	581	291	581	1162	872	0	581	0	5810
19878 PAVING RESERVE	0	10820	10820	10820	10820	5410	10820	21640	16230	0	10820	0	108200
19899 RESERVE STUDY	0	152	152	152	152	76	152	304	228	0	152	0	1520
L19833 OUTDOOR EQUIPMENT RSRV	0	4	4	4	4	2	4	8	6	0	4	0	40
L19835 PAINTING EXTERIOR RESERVE	0	12308	12308	12308	12308	6154	12308	24616	18462	0	12308	0	123080
L19836 STRUCTURAL REPAIRS RSRV	0	37367	37367	37367	37367	18684	37367	74734	56051	465	37367	0	374135
N19611 UNDERGROUND UTILITY REPR RSV	0	2533	2533	2533	2533	1267	2533	5066	3800	0	2533	0	25330
N19691 POLE LIGHT REPR RSV	0	578	578	578	578	289	578	1156	867	0	578	0	5780
N19717 CLBHOUSE REMODEL INTERIOR RENO	0	2945	2945	2945	2945	1473	2945	5890	4418	0	2945	0	29450
N19830 MISCELLANEOUS RSV	0	204	204	204	204	102	204	408	306	0	204	0	2040
N19974 COMMON TENNIS CRT RSV	0	1339	1339	1339	1339	670	1339	2678	2009	0	1339	0	13390
N19975 GROUNDS RSV	0	15614	15614	15614	15614	7807	15614	31228	24171	0	15614	0	156890
N19982 TREE REM/ ANNL MAINT RSV	0	15614	15614	15614	15614	7807	15614	31228	23421	0	15614	0	156140
TOTAL RESERVE CONTRIBUTION	41299	226060	228838	225827	267590	136061	236172	414695	340202	15951	247512	49041	2429247
AVAILABLE OPERATING REVENUE	368744	245750	170714	176560	183248	252938	191854	-39067	65005	378427	157690	374052	2525913
OPERATING EXPENSES													

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
12/31/2024

01/23/2025 9:46 AM Page: EA 2

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
UTILITIES													
15101 ELECTRICITY	3589	3891	7284	0	6387	3685	4124	4298	4328	4341	3546	3854	49327
15102 GAS	2569	2521	1928	1372	740	2074	869	565	1313	1894	3406	2333	21584
15103 REFUSE COLLECTION	776	1110	690	1007	118	3715	612	-2613	1419	694	694	764	8987
15105 TELEPHONE EXPENSE	164	164	164	164	164	164	164	164	164	164	164	164	1971
15106 WATER	6088	7125	5055	6012	5085	5001	5089	5176	6116	7061	6451	6018	70277
15155 INTERNET EXPENSE	627	637	637	637	652	652	752	752	932	752	752	752	8533
TOTAL UTILITIES	13814	15448	15758	9192	13146	15292	11610	8343	14272	14906	15013	13885	160680
LAND MAINTENANCE													
15500 CONTRACT LANDSCAPE SERVICE	0	97760	48880	48880	48880	48880	48880	48880	48880	48880	48880	48880	586560
15511 BACKFLOW DEVICE TEST	0	3000	0	0	0	0	0	0	0	0	0	0	3000
TOTAL LAND MAINTENANCE	0	100760	48880	48880	48880	48880	48880	48880	48880	48880	48880	48880	589560
COMMON AREA													
16020 CONTRACT POOL/SPA SERVICE	3675	3375	3075	3225	3075	3525	3525	3840	3675	3825	3825	3525	42165
16022 POOL EQUIPMENT REPAIR	0	0	0	0	550	117	0	0	0	0	0	0	667
16027 POOL INSPECTION	0	0	659	1919	0	1289	0	0	0	1306	0	0	5173
18457 PLUMBING REPAIR	0	0	0	300	0	0	0	225	1000	0	0	0	1525
18501 EXPENSES TO BE REIMBURSED	-360	0	-1350	0	0	-4860	0	0	0	0	0	0	-6570
18524 MATERIAL SUPPLIES	636	576	751	1146	-431	524	408	0	887	266	0	0	4763
18526 PEST CONTROL	365	0	355	65	65	265	215	365	1865	815	65	65	4505
18531 JANITORIAL SERVICE	4980	3470	3940	2490	0	2490	5230	2490	2490	2490	2490	2490	35050
18532 JANITORIAL SUPPLIES	1013	0	12	166	-360	0	1013	0	0	792	213	159	3008
18534 FIRE EXTINGUISHER SERVICE	0	225	193	182	0	0	0	0	0	0	0	0	601
18544 LIGHT REPAIRS	0	0	0	355	0	0	0	490	207	1443	2181	0	4676
18579 PATROL SERVICE	634	1304	0	696	672	732	696	732	672	684	720	720	8262
18736 GUTTER & DOWNSPOUT CLEANING	32456	27588	0	27588	0	0	0	0	0	0	0	0	87632
18767 REPAIR & MAINTENANCE	2502	5979	4768	5170	4287	5039	3115	4365	4948	3449	4355	4755	52732
18771 BACKFLOW DEVICE TEST	0	0	96	0	96	0	0	9477	1009	0	0	0	10678
18905 KITCHEN SUPPLIES	219	88	0	0	0	374	63	275	0	175	153	0	1347
18986 FITNESS CONTRACT	256	0	228	0	161	115	125	561	115	0	0	0	1562
TOTAL COMMON AREA	46377	42604	12728	43303	8116	9609	14391	22820	16868	15244	14002	11714	257775
MANAGEMENT/ON-SITE ADMIN EXP													
18001 COMMUNITY WEBSITE	150	1230	249	150	2275	150	150	2275	150	150	150	150	7229
18003 COMMUNITY EVENTS/PROGRAMS	470	97	45	105	0	-855	0	0	0	0	-500	0	-638
19109 CONTRACT MANAGEMENT	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	93600
19101 CPA SERVICES	0	0	2105	0	0	0	0	0	0	0	0	0	2105
19104 FEDERAL TAX EXPENSE	0	0	0	89961	0	41760	0	-175800	0	41760	0	-41760	-44079

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
12/31/2024

01/23/2025 9:46 AM Page: EA 3

c/o FirstService Residential
15241 Laguna Canyon Rd
Irvine CA 92618

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
19105 FRANCHISE TAX BOARD	0	0	0	19205	0	10850	0	-47734	0	10850	0	-10850	-17679
19106 TAXES & LICENSES	0	0	0	0	0	0	-362	0	0	0	0	0	-362
19108 GENERAL COUNSEL SERVICE	11181	0	11217	4500	2646	1886	3642	6298	1850	0	1185	2050	46455
19111 MANAGEMENT REIMBURSABLE	3620	7604	3610	3610	3610	3610	3645	3610	3610	4510	3610	740	45384
19112 POSTAGE, ON-SITE	0	79	0	57	138	0	0	0	222	0	0	0	496
19117 DUES & PUBLICATIONS	0	0	600	0	0	0	0	0	0	0	0	0	600
19119 BANK FEES	55	35	35	35	35	35	35	35	35	35	35	35	440
19124 ON-SITE STAFF	0	23825	29769	7057	22193	14516	14264	14382	24502	14348	14182	14380	193418
17209 PAYROLL PROCESSING FEES	0	520	520	520	520	520	520	520	520	520	520	520	5720
19126 DELINQUENCY MONITORING	-440	-671	-2633	-750	-1389	-935	-650	-546	-2285	-3519	-869	-1562	-16250
19132 OPERATING CONTINGENCY	0	0	0	0	2847	0	0	0	1578	0	10531	0	14956
19172 ACCOUNTING REIMBURSABLES	389	1141	467	374	364	368	326	363	446	363	329	0	4929
19174 AMS COLLECTION EXPENSE	781	737	-1260	880	180	-48	944	1564	345	1455	119	2193	7890
19178 PROPERTY TAX	0	0	0	0	0	0	495	0	-142	0	0	0	353
19247 PAYROLL TAXES & BENEFITS	0	11997	13851	3783	11586	7647	7566	7604	11470	8180	8071	8129	99883
19295 ON-SITE OFFICE SUPPLIES	482	480	222	157	114	191	92	0	765	111	0	104	2716
19382 COPIER LEASE	447	0	654	718	1008	89	521	593	61	1079	700	492	6364
TOTAL MANAGEMENT/ON-SITE ADM	24934	54873	67250	138160	53928	87584	38989	-179038	50926	87642	45863	-17580	453530
INSURANCE													
19107 INSURANCE	16221	16221	16221	16221	41221	16221	16221	12798	19645	237403	59883	59883	528160
DC1930 FLOOD INSURANCE	56505	29105	29105	29105	29105	29105	29105	29105	29105	29105	29105	12856	360411
TOTAL INSURANCE	72726	45326	45326	45326	70326	45326	45326	41903	48750	266508	88988	72738	888571
TOTAL OPERATING EXPENSES	157851	259012	189942	284861	194397	206691	159196	-57092	179696	433179	212746	129638	2350115
NET INCOME/(LOSS)	210893	-13261	-19228	-108301	-11149	45022	33883	18025	-114691	-54753	-55015	245644	177068