

NEPENTHE ASSOCIATION

Open Session

Nepenthe Clubhouse
March 5 2025 – 6:00 PM



NEPENTHE ASSOCIATION

Open Session

March 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=aW5pSXZtZXZnNW1INIBVbE9Qd2pIZz09>

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 March 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 March 4th meeting:

III. REPORTS

A. GENERAL MANAGER'S REPORT

Nicole Marks, General Manager, has submitted the enclosed work order report for February 2025 (Open Work Orders as of 02.26.25) and will provide the Management Report verbally.

Supporting Documents

[!\[\]\(a03a7eb2f4046e1d3c76772003e549ea_img.jpg\) *Open Work Orders as of 02.26.25.pdf* 6](#)

B. CONSTRUCTION MANAGER'S REPORT

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

Supporting Documents

[!\[\]\(5361750c22c4e047a52f4eac1ec2d4cc_img.jpg\) *Nepenthe Monthly Report February 2025 - Google Doc.pdf* 21](#)

[!\[\]\(870f5d5e9c0d57485634be3ecf52f3ca_img.jpg\) *Nepenthe Phase 2 Change Order Log Updated 2.20.25..pdf* 35](#)

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.

Proposed Resolution

The Board affirms the committee's recommendations below:

Address	Modification	Recommendation
2318 Swarthmore	Hardscape in Patio	Approval
1185 Vanderbilt	Window Replacement	Approval

Supporting Documents

[!\[\]\(28f72b996fc97883dfd9d4e8b1b16b4e_img.jpg\) *2025-02-06 ARC Minutes_rev.docx* 42](#)

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

[!\[\]\(1ed10657a19f9137278430c48fd18626_img.jpg\) *Nepenthe Outreach committee meeting minutes for Fe.pdf* 45](#)

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

[!\[\]\(2885535958616e9ec6b97903614c334b_img.jpg\) *ILS Committee Meeting minutes 2-10-2025.docx* 48](#)

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

 FINAL Feb 20 Minutes Grounds Committee.pdf	51
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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

 Nepenthe Finance Committee February 2025 Final.doc.docx	64
 Nepenthe Monthly Reserve Budget Report.pdf	66

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 - 03.05.25

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

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 02.05.25

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.

Supporting Documents

 HO RESPONSES FEB 2025.docx	68
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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 C as presented.

► Action Required: Board Review & Resolution

A. OPEN SESSION MINUTES - FEBRUARY 5, 2025

Proposed Resolution

The Board approves the Open Session Minutes dated February 5, 2025 as presented.

Supporting Documents

 OpenSession_02052025_Minutes.pdf	72
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► Action Required: Board Review & Resolution

B. FINANCIAL STATEMENT - JANUARY 2025

Proposed Resolution

The Board accepts the Association's income statement for January 2025 comparing actual results to budget, reserve statement, bank statements and reconciliations, check history report and general ledger as presented, subject to an annual audit. The report reflects a year-to-date net operating income of \$135,408.45 and year-to-date reserve funding of \$31,993.48 compared to the year-to-date reserve funding budget of \$173,480. The actual year-to-date operating expenses were \$293,415.26. The

budgeted year-to-date operating expenses were \$243,470. The association has \$255,288.67 in operating funds, which represents 0.61 months of budgeted expenses and reserve contributions. The association has \$8,421,083.58 in reserve funds.

Supporting Documents

 [NEP 01-25 FINANCIAL.pdf](#) 76

C. 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
2/10/25	2002-03	\$2,304.78		

► **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 April 2, 2025, at 6:00 pm.

IX. ADJOURN

Open Work Orders as of 02.26.25.pdf



Work Orders

Nepenthe Association

WO#: 1270009	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2258 Swarthmore Dr		Category:	Gutter
Date Created: 02/25/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description:	advance roof, 2258 Swarthmore- Loose gutter. This gutter is loose at the roof. It would be best if the roofer came out checked it and reattached it. Thanks		
WO#: 1270002	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1569 University Ave		Category:	Gate - Back Gate
Date Created: 02/25/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	CPR - Homeowners gate is swollen and takes a lot of force to open and shut. Requesting repairs, and the homeowner would like to receive a call before coming to fix the gate. Rebecca Sessums 916-571-5238		
WO#: 1269772	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1053 Commons Dr		Category:	Roof Inspection
Date Created: 02/24/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description:	Advanced Roof Design - Homeowner a small dried water stain in the ceiling above her closet on the second floor. They are unsure how long it has been there but wants a roof inspection to see if there is any damage causing a leak.		
WO#: 1269751	Status: Open	Progress Code:	
Unit/Common Area: 709 Dunbarton Cir		Category:	Tree Maintenance
Date Created: 02/24/2025	Date Completed:	Vendor:	
Schedule Completion Date:			
Description:	Photos of previous request this AM		
WO#: 1269723	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 709 Dunbarton Cir		Category:	Tree Maintenance
Date Created: 02/24/2025	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			



Work Orders

Nepenthe Association

Work Orders

Nepenthe Association

Description: Cedar tree along Howe (#790) shed a very large branch Early yesterday AM. This tree is mid slope with the trunk about 15 feet from the curb at the closest point. I think that puts it on HOA property? Anyway , yesterday I pulled it all back safely behind the curb as it was about 3 to 4 feet out into the traffic way and quite large (6 to 8 inches in diameter). This tree has previously been reported by me as appearing quite sick with a pronounced lean out to the street . Please have a crew evaluate the tree and clean up the considerable mess and logs. I have pictures I could send on my phone but don't have the time right now. Call or email if you need to see them. BTW, A weed spray could help at the top of the slope on City property. check it out please

WO#: 1269579 **Status:** Open **Progress Code:** Received
Unit/Common Area: 1422 Commons Dr **Category:** Roof
Date Created: 02/21/2025 **Date Completed:** **Vendor:** ADVANCED ROOF DESIGN INC
Schedule Completion Date:

Description: Advance Roof, There is a hole on the roof. Please fix. Thanks

WO#: 1269434 **Status:** Open **Progress Code:** Request Sent
Unit/Common Area: 1335 Vanderbilt Way **Category:** Patio
Date Created: 02/21/2025 **Date Completed:** **Vendor:** Critical Path Reconstruction Inc
Schedule Completion Date:

Description: CPR - Had an appointment for a patio inspection 2.10.25 but didnt see anyone. Homeowner would still like someone to come inspect her patio.

WO#: 1269430 **Status:** Open **Progress Code:** Request Sent
Unit/Common Area: 1113 Dunbarton Cir **Category:** Landscape Request
Date Created: 02/21/2025 **Date Completed:** **Vendor:** Nepenthe Grounds Committee
Schedule Completion Date:

Description: Grounds Committee - The pavement in the alley near the garage does not reach the grass area. The homeowner would like big stones to fill the gap between the grass and pavement. Location is in the alley next to the garage for 1113 Dunbarton Circle.

WO#: 1269338 **Status:** Open **Progress Code:** Request Sent
Unit/Common Area: 500 Dunbarton Cir **Category:** Handyman
Date Created: 02/20/2025 **Date Completed:** **Vendor:** Critical Path Reconstruction Inc
Schedule Completion Date:

Description: CPR - Please remove the 504 sign from 500 Dunbarton and attach the 500 sign to it.

WO#: 1269144 **Status:** Open **Progress Code:** Request Sent
Unit/Common Area: 820 Elmhurst Cir **Category:** Roof
Date Created: 02/19/2025 **Date Completed:** **Vendor:** ADVANCED ROOF DESIGN INC
Schedule Completion Date:

Description: Advance Roof Please repair the roof in the patio area. Please see the pictures attached. thanks

Work Orders

Nepenthe Association

WO#: 1269082	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 514 Dunbarton Cir		Category:	Landscaping
Date Created: 02/19/2025	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Please evaluate the area near the garage. The owner has stated there are plants that are planted are not present elsewhere and the area has not been maintained. Please clean up the area and provide feedback on if any of these plants are different from the rest of the community. Thank you.			
WO#: 1269062	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1403 Commons Dr		Category:	Landscape Request
Date Created: 02/19/2025	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Carson - "We have 4 little bushes (taller ones) in outside area next to back patio fence. They are breaking off and falling down with the thin supporting sticks doing the same. The same is true for the 6 thin bushes/trees next to our courtyard fence (corner of Commons/Dunbarton intersection). Could they please be reinforced with taller and more solid supports? Please email when a decision is made. We will be away for many months starting in April and will not be around to fix them. Thank you R+J."			
WO#: 1269042	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 510 Dunbarton Cir		Category:	Gate - Back Gate
Date Created: 02/19/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR - Homeowner reports a stuck gate that needs an adjustment.			
WO#: 1269028	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1213 Vanderbilt Way		Category:	Landscape Request
Date Created: 02/19/2025	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
Description: Grounds Committee - "The magnolia nigra tree that was planted in front of my residence about 3 to 4 months ago was stolen approximately 6 weeks ago. I'm requesting a replacement tree asap so that I might have shade one day soon."			
WO#: 1268802	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 13 Colby Ct		Category:	Landscape
Date Created: 02/18/2025	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			

Work Orders

Nepenthe Association

Description: In a recent pest inspection, the inspector noted that the soil is not at an appropriate grade and needs to be lowered approximately 2 inches to correct this item. Please grade the soil down at least 2 inches, pictures attached to show which area needs to be graded. Thank you.			
WO#: 1268796	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1318 Vanderbilt Way		Category:	Ventilation
Date Created: 02/18/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description: Advanced Roof Design - Homeowner called after checking dryer vent. The vent for the dryer that is located on the roof seems to be covered. Homeowner is concerned that this could be a fire hazard and would like the vent to be uncovered.			
WO#: 1268789	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1257 Vanderbilt Way		Category:	Fences
Date Created: 02/18/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR - Homeowner stated their fence isn't finished. The location that needs to be finished is inside the patio, near their garbage cans.			
WO#: 1268773	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 1497 University Ave		Category:	Fences
Date Created: 02/18/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR - Homeowner would like an inspection of their fence to determine whether it needs repairs immediately. States there is extensive rot to the fence.			
WO#: 1268557	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1056 Vanderbilt Way		Category:	Gutter
Date Created: 02/14/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description: Advance Roof, There is a clogged gutter at the front of the house. thanks			
WO#: 1268447	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2325 Swarthmore Dr		Category:	Irrigation
Date Created: 02/14/2025	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description: Carson - Irrigation line under bush near address seems to be damaged. Water spraying erratically when its on.			
WO#: 1268357	Status: Open	Progress Code:	Request Sent



Work Orders

Nepenthe Association

Unit/Common Area: 507 Elmhurst Cir		Category:	Down spout
Date Created: 02/13/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description:		The down spout attached to the wall of the side patio next to my garage leaks badly flooding the patio. Please put a work order to fix it.	
WO#: 1268303	Status: Open	Progress Code:	Received
Unit/Common Area: 1326 COMMONS Dr		Category:	Roof Leak
Date Created: 02/13/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description:		Advanced Roof Design - Homeowners reported a leak dripping through the ceiling near a vent in their bedroom after the rain. they believe the source of the leak is coming from the roof. They would like an inspection and repairs if needed.	
WO#: 1268239	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: General		Category:	Concrete
Date Created: 02/13/2025	Date Completed:	Vendor:	BREAULT ASPHALT MAINTENANCE
Schedule Completion Date:			
Description:		There are 2 locations with cracks in the concrete, can you please evaluate for repair and provide proposals as needed? Locations: -501 Dunbarton -1333 Commons Thank you!	
WO#: 1268191	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 702 Dunbarton Cir		Category:	Roof Leak
Date Created: 02/13/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description:		Owner is reporting a ceiling leak coming through the light fixture in her kitchen. The bathroom above is dry. Owner believes the leak could be coming from the garage roof/gutters. Please assess ASAP and repair roof/gutters as needed Thank you!	
WO#: 1268024	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 1503 University Ave		Category:	Gate - Back Gate
Date Created: 02/12/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:		CPR - Gate has extensive dry rot. Homeowner would like an inspection to see if repairs are needed soon.	
WO#: 1267913	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: General		Category:	Asphalt Repairs
Date Created: 02/11/2025	Date Completed:	Vendor:	BREAULT ASPHALT MAINTENANCE

Report Date : 02/26/2025

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Work Orders

Nepenthe Association

Schedule Completion Date:			
Description:		This picture shows the alleyway of 1019 Dunbarton. In front of the garages, there is a drain. But next to drain, it seems the asphalt is too high to where the water does not drain off like it's supposed to. Instead, it pools water and becomes a mosquito magnet. I am wondering if the grade needs to be adjusted to allow proper flow of drainage. Can you please evaluate and provide your feedback? Thank you!	
WO#: 1267902	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 1107 Commons Dr		Category:	Concrete
Date Created: 02/11/2025	Date Completed:	Vendor:	BREAULT ASPHALT MAINTENANCE
Schedule Completion Date:			
Description:		Can you please provide a proposal to repair this concrete trip hazard? It's the path for this home at 1107 Commons.	
WO#: 1267890	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 722 Elmhurst Cir		Category:	Drainage
Date Created: 02/11/2025	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:		Carson - Drains in the grass in front of 722 Elmhurst are plugged, homeowner is concerned due to the incoming rain. May cause some flooding.	
WO#: 1267837	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 320 Elmhurst Cir		Category:	Light Pole
Date Created: 02/11/2025	Date Completed:	Vendor:	RIVER CITY ELECTRIC
Schedule Completion Date:			
Description:		River City Electric - In the alley behind 320 Elmhurst there is a light that stays out during the night. Its the light closest to the garage of 320 Elmhurst in the alley.	
WO#: 1267374	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1033 Commons Dr		Category:	Gutter
Date Created: 02/07/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description:		Advanced Roof Design - Gutter inside of the patio is full of debris and clogged, needs to be cleared out.	
WO#: 1267350	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1000 Dunbarton Cir		Category:	Roof
Date Created: 02/07/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description:		Advance Roof Please do the roof inspection to locate the source of this possible leak. Inform the office before doing any work Thanks	



Work Orders Nepenthe Association

WO#: 1267203	Status: Open	Progress Code:	Received
Unit/Common Area: 605 Elmhurst Cir		Category:	Gutter
Date Created: 02/06/2025	Date Completed:	Vendor:	ADVANCED ROOF DESIGN INC
Schedule Completion Date:			
Description:	Advance roof There is a gutter that is overflowing by the bedroom, which happens every time it rains Please call at 916-606-7591 to make an appointment with the homeowner, so she can show you where the gutter is. thanks		
WO#: 1267113	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 2241 Swarthmore Dr		Category:	Gate - Back Gate
Date Created: 02/06/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description:	CPR - Homeowner recently had gate repaired, but there is no way to access the gate from the outside of the patio. Normally there would be a string that pulls the latch from the outside, but it is not working currently.		
WO#: 1267021	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: 1113 Commons Dr		Category:	Concrete
Date Created: 02/05/2025	Date Completed:	Vendor:	BREAULT ASPHALT MAINTENANCE
Schedule Completion Date:			
Description:	Can you please provide a proposal to fix this concrete trip hazard? It is the pathway next to the garage at 1113 Commons. Thank you!		
WO#: 1267019	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1109 Commons Dr		Category:	Tree Maintenance
Date Created: 02/05/2025	Date Completed:	Vendor:	THE GROVE TOTAL TREE CARE
Schedule Completion Date:			
Description:	GM spoke with this resident and he stated that Grove employees told him that the branches that overhang his home are likely to fail and owner is concerned. Can these branches be removed/cut back so it does not reach over the roof and possibly cause damage? Thank you!		
WO#: 1266973	Status: Open	Progress Code:	Request Sent
Unit/Common Area: Landscape		Category:	Landscape
Date Created: 02/05/2025	Date Completed:	Vendor:	*FRANK CARSON LANDSCAPE & MAINTENANCE INC.
Schedule Completion Date:			
Description:	Board approved proposal for 1423 Commons & 1461 University, not to exceed \$735. Please complete. Thank you!		
WO#: 1266702	Status: Open	Progress Code:	Request Sent

Work Orders

Nepenthe Association

Unit/Common Area: 1611 University Ave		Category:	Fences
Date Created: 02/04/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR There is a broken piece of the fencing. Please inspect the whole fence and repair if needed. Thanks.			
WO#: 1265332	Status: Open	Progress Code:	Pending Board Decision
Unit/Common Area: General		Category:	Asphalt Repairs
Date Created: 01/28/2025	Date Completed:	Vendor:	BREAULT ASPHALT MAINTENANCE
Schedule Completion Date:			
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:			
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#: 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:			
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:			
Description: Cpr The gate is dry rotted and needs full replacement thanks			
WO#: 1264301	Status: Open	Progress Code:	In-Progress
Unit/Common Area: General		Category:	Asphalt Repairs
Date Created: 01/22/2025	Date Completed:	Vendor:	BREAULT ASPHALT MAINTENANCE
Schedule Completion Date:			

Work Orders

Nepenthe Association

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.			
WO#: 1263278	Status: Open	Progress Code:	In-Progress
Unit/Common Area: 615 Dunbarton Cir		Category:	Gate - Pedestrian
Date Created: 01/16/2025	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
Description: CPR There is dry rot on the fascia board by the chimney. Please check and send the proposal if needed. Also gate is some issue Thanks			
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:			
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:			
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			
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:			
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#: 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:			

Work Orders

Nepenthe Association

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#: 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:			
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#: 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:			
Description: advance roof Please fix the gutter. Thank you			
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:			
Description: advance roof Please replace the gutter on the east side of the unit Thanks			
WO#: 1256878	Status: Open	Progress Code:	Pending Proposal
Unit/Common Area: 717 Dunbarton Cir		Category:	Siding
Date Created: 12/05/2024	Date Completed:	Vendor:	Critical Path Reconstruction Inc
Schedule Completion Date:			
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#: 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:			
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#: 1253141	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 306 Dunbarton Cir		Category:	Landscape Request



Work Orders

Nepenthe Association

Date Created: 11/13/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			
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:			
Description: Add a short strip of rock to protect siding and window from splashing rain and mud. See request form.			
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:			
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:			
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#: 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:			
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:			

Work Orders

Nepenthe Association

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:			
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."		
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:			
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:			
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		
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:			
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		



Work Orders

Nepenthe Association

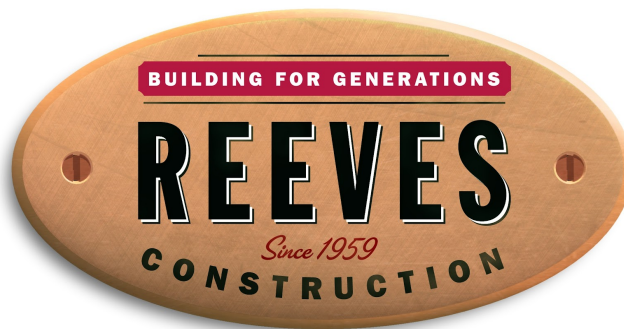
WO#: 1235145	Status: Open	Progress Code:	Request Sent
Unit/Common Area: 1317 Vanderbilt Way		Category:	Landscape Request
Date Created: 08/22/2024	Date Completed:	Vendor:	Nepenthe Grounds Committee
Schedule Completion Date:			

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. "
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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:			

Description:	Grounds- Carson Bark needs to be replaced behind 310 Elmhurst thanks
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Nepenthe Monthly Report February 2025 - Google Doc.pdf



Dry Rot and Painting Project

Phase One 2022-2023-2024

Phase Two 2024-2025

Phase Three 2025- 2027

Monthly Project Report For February 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 6-13

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

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 more than 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, even with the rain in February. They are working to see how far ahead they can get before more rains start. CPR is currently working on 800 - 900 Elmhurst and 1426, 1428 Commons. Painters have painted up to 700 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 6-13. The phase two change order log dated 2/20/25 will be a separate attachment.

Progressive Painting had caught up to the siding repairs in mid-February. The carpenters continued to work even in light rain. Progressive Painting will now work depending on the weather.

Budgeting: The \$1,539,929.89 invoiced for siding, trim, and fences is for 125 homes, which is \$12,319.43 for each home. Over 26 weeks, this is \$59,228.07 a week. They are completing 4.8 homes a week. With 86 homes left, it would take 17 weeks for siding, trim, and fence repairs. This will change due to staffing and weather. This is for budgeting only.

Painters have invoiced \$201,275 for 97 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.

Building inspections started on 2/24. It will take 3+ weeks.

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.

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 \$1,539,929.89	Includes Change Orders Invoiced \$1,505,032.72
CPR Construction	Change Orders Siding & Trim		\$133,181.35			
CPR Construction	Original Contract Fencing	\$588,599.00				
CPR Construction	Change Orders Fencing		\$97,264.67			
CPR Construction	Total Retention to date	\$133,456.95				
CPR Construction	Total Retention Invoiced	\$109,967.22			Included Above	Included Above
CPR Construction	Permits			\$20,397.78	Included Above	Included Above
Progressive Painting	Painting Original Contract	\$439,900.00			\$201,275.00	\$174,300.00
	TOTAL PAID TO ALL ABOVE				Invoiced Value \$1,741,204.89	Value Paid \$1,679,332.72

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	PAID
CPR Construction	Fences	1523	See Details on the invoice	\$15,625.95	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1524	See Details on the invoice	\$38,609.16	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1537	See Details on the invoice	\$44,168.47	COMPLETE	APPROVED	PAID
CPR Construction	Fences	1538	See Details on the invoice	\$20,296.22	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1540	See Details on the invoice	\$31,668.78	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	1541	See Details on the invoice	\$11,074.45	COMPLETE	APPROVED	PAID
CPR Construction	Siding, trim	1546	See Details on the invoice	\$62,994.27	COMPLETE	APPROVED	PAID
CPR Construction	Fences	1547	See Details on the invoice	\$16,161.69	COMPLETE	APPROVED	PENDING
CPR Construction	Siding, trim	1555	See Details on the invoice	\$18,304.92	COMPLETE	APPROVED	PENDING
CPR Construction	Fences	1556	See Details on the invoice	\$3,102.53	COMPLETE	APPROVED	PENDING
Progressive Painting	Paint	#17528	Painting	\$26,975.00	COMPLETE	APPROVED	PAID
Progressive Painting	Paint	#17530	Painting	\$16,600.00	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	#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	PAID
Progressive Painting	Paint	#17562	Painting	\$26,975.00	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	\$1,741,204.89			
			TOTAL APPROVED, NOT PAID	\$61,872.17			
			TOTAL PAID	\$1,679,332.72			

End Report.

Nepenthe Phase 2 Change Order Log Updated 2.20.25..pdf



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

Date: February 20, 2025 Contact: Nicole Marks
Property Name: Nepenthe HOA Phase 2 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			-\$3,093.36	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
COR #153	704 Elmhurst			\$2,902.81	Siding and Trim
COR #154	706 Elmhurst			\$1,717.71	Siding and Trim
COR #155	710 Elmhurst			\$1,101.51	Siding and Trim
COR #156	712 Elmhurst			\$2,744.74	Siding and Trim
COR #157	714 Elmhurst			\$3,179.13	Siding and Trim
COR #158	716 Elmhurst			\$2,333.85	Siding and Trim
COR #159	718 Elmhurst			\$790.60	Siding and Trim
COR #160	720 Elmhurst			\$1,477.84	Siding and Trim
COR #161	722 Elmhurst			\$1,701.42	Siding and Trim
COR #162	800 Elmhurst			\$1,452.30	Siding and Trim
COR #163	804 Elmhurst			\$2,850.79	Siding and Trim
COR #164	802 Elmhurst			\$2,223.46	Siding and Trim
COR #165	806 Elmhurst			\$1,751.18	Siding and Trim
COR #166	808 Elmhurst			\$1,391.35	Siding and Trim
COR #167	810 Elmhurst			\$1,504.60	Siding and Trim
COR #168	1402 Commons	\$4,173.38			Fence Repairs
COR #169	1317 Vanderbilt	\$961.48			Fence Repairs
COR #170	812 Elmhurst	\$4,152.15			Siding and Trim
COR #171	814 Elmhurst	\$3,807.55			Siding and Trim
COR #172	808 Elmhurst	\$176.00			Siding and Trim
TOTALS		\$13,270.56	\$13,366.55	\$250,843.80	
TOTAL ORIGINAL CONTRACT AMOUNT				\$2,053,620.00	
TOTAL ADJUSTED CONTRACT AMOUNT				\$2,304,463.80	

APPROVED FENCE AND SIDING AND TRIM

Fence C/O's	\$97,264.67
Siding and Trim C/O's	\$133,181.35
Permits	\$20,397.78
Grand Total Repairs	\$2,304,463.80

2025-02-06 ARC Minutes_rev.docx

NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES
Thursday, February 6, 2025
4:30 P.M.

The meeting was convened at 4:30 pm.

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

Also present: Laraine Silberstein, Andrew Kershen; Nina White, Board Liaison.

A. Introductions.

B.1. Homeowner requests not voted on: none.

B.2. Homeowner Requests Recommended to be Approved: (With conditions if so noted; with all votes unanimous unless otherwise noted.)

1. **2318 Swarthmore Drive** – Patio hardscape replacement in this 3300 model. Requested is the replacement of the patios in the two fenced-in yards. After removal of the original concrete, laid down will be a geotextile fabric, then 4-6' of road base, then a 1-in. layer of mesh sand, beige polymeric sand and concrete interlocking pavers, approximately totaling 350 sq. ft. The drainage directions are indicated to be away from the house, as required by Nepenthe rules, toward the alley for the small back patio and toward the open green space for the larger side patio. The contractor is to be River City Pavers. Voting was conducted via email with all committee members voting yes by February 17. **Approval Recommended.**
2. **1185 Vanderbilt Way – Windows replacement.** In this 2000 model, three windows – kitchen, living room and front bedroom – are requested to be replaced with Simonton Daylight Max windows with the exterior color being Bronze via a retrofit installation. The contractor is to be Gary Lee with C.E.C.S. A City permit is required by City codes. Voting was conducted by email with all four Committee members voting yes February 26, 2025. **Approval Recommended.**

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:

1. The homeowner of a loft model discussed the difficulty and potential expense of installing via underground burial a 240V circuit into the garage to charge an EV. Possible solutions were discussed.
2. A homeowner shared problems experienced with her solar energy installation.

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

F. Notices of Completion: Some signed.

The meeting was adjourned at 5:16 pm.

Respectfully submitted, Alan Watters, chair

Nepenthe Outreach committee meeting minutes for Fe.pdf

Nepenthe Outreach Committee Minutes

**February 12, 2015
Nepenthe Clubhouse
4:00 PM**

Present:

**Marcy Best, Chair
Pat Furukawa, Treasurer
Bonnie Jacobson, Secretary
Ann Bennett
Yvonne del Biaggio
Joan Barrett
Tonae Hasik
Kathryn Schmid
Theresa McCrackin
Gerry Gelfand
Carol Duke
Bill White
Ann Pasiuk**

Absent:

**Lora Slevin
Jan Beale**

Old Business:

2025 Outreach Committee event calendar—Committee discussion finalized the following events for the year:

MARCH 20th, 6-8 PM—Bunco at Nepenthe clubhouse

APRIL 19th—Spring Egg Hunt (Tonae will reserve the Campus Commons playground area)

MAY 17th—Parking Lot Sale (it was decided that this event will rotate annually with a Patio Tour walk)

JUNE 1st, 7-9 PM—Music by the Pool (Marcy will contact the former Howlin' Alan Band to discuss availability. Tonae will talk with neighbor, musician Daryl Roland to inquire about interest/cost. Yvonne said she will research the option for Rio Americano High School jazz band to perform at one of our music events)

4th OF JULY Parade

SEPTEMBER 7th—Music by the Pool, 7-9 PM

OCTOBER 25th—Halloween Trunk or Treat/carnival

NOVEMBER 8th—Crafts Fair (the event will be held by the pool, weather permitting. If necessary, it will be moved to the clubhouse.)

DECEMBER 13th—Holiday party

DECEMBER 31st—New Year's party

New Business:

Subcommittee ideas/process: Marcy invited committee members to develop ideas for smaller events that don't require full committee approval/participation.

Kathryn suggested having an Oscar party which we agreed would be a good idea for 2026 when there is more lead time to promote it.

Kathryn also suggested a Scrabble group which can be held in the library.

Gerry will be facilitating a card-making activity on Thursday, 2/20 at 2:00 PM in the library. Cards will be donated to an organization that distributes them to home-bound seniors.

MEETING WAS ADJOURNED AT 5:00 PM

Respectfully submitted,

Bonnie Jacobson, Secretary

REQUEST FOR BOARD ACTION:

There is no request for Board action at this time

THE NEXT OUTREACH COMMITTEE MEETING IS MARCH 12th at 4:00 PM

ILS Committee Meeting minutes 2-10-2025.docx

ILS Committee Meeting Minutes
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Date: February 10, 2025
Time: 5:34 p.m.
Attendees: Jackie Grebitus, Chair-person
Leslie Arnal, Member
Pam Dimaggio, Member
Ricardo Pineda, Member
Cheryl Nelson, board liaison
Ann Pasiuk, guest

1. **Spas:** Pam Dimaggio continued the search for lockable spa covers. She found none; the companies only seem to offer lockable spa covers for above-ground spas. The exemption is Belightspacovers, <https://belitespacovers.com/contact/>, 4925 Fulton Drive, Fairfield, C 94534, 707-864-8919. However, they have not returned her calls. The issue is whether the lock can be adapted to use our cards. The committee will continue their attempts to contact this company.

The Board has asked First Services to solicit bids for the fence adjustments recommended by this committee.

2. **Trespassing Signs:** The HOA has trespassing signs that state “No trespassing / Private property.” Jackie will do more research on the requirements for no trespassing signs: What must they say and how must they be placed for law enforcement to agree that a trespasser has notice?
3. **Fire safety:** Ricardo Pineda provided information on the fact that many fires start from circulating embers. They can circulate for significant distances. In addition, they can get into house vents, causing fires inside the attic. There are roof vents that block these embers. **The committee recommends the roofing company provide us information on which ember protective vents would work with our roof vents and how much the options cost. In addition, the committee suggests that the roofing company, during its normal inspection or gutter clean up, sample the chimneys to determine what percentage has adequate spark arresters and what percentage does not.**
4. **Loss assessment coverage issue:** An interested homeowner wrote a lengthy letter with his suggestions for how to deal with the HOA \$100,000 deductible. See attachment. The committee appreciated the homeowner’s input. Generally, it appears his suggestions would require a significant re-write of the current CCRs. He suggested the unit number be minimized by exempting detached homes – allow such homeowner to self insure, while allowing the HOA to require proof of insurance. The HOA covers “walls out”. The issue the committee sees is that if a homeowner is self-insured, the HOA would need to police all aspects of repair, which does not seem realistic for an owner who is dealing with his own insurance company. He suggested it appears the insurance custom is to offer \$50,000 loss assessment coverage, and that all owners be required to obtain loss assessment coverage and be sanctioned if they do not. The committee believes that it might be difficult for homeowners to switch companies right now, and that companies might have different

ILS Committee Meeting Minutes
Page 2

limits, that the HOA would need to monitor. Another suggestion was to obligate all homeowner to repair and rebuild. The committee notes that the CCRs have a different and somewhat complicated method for determining when rebuilding would occur. All of these suggestions would require a comprehensive re-write of the CCR, which the committee believes the Board wants to avoid. Finally, another suggestion was to pass on to all 590 owners any HOA deductible which is over and above the loss assessment coverage of any given owner. The committee supports this suggestion and believes it is in line with what the Board is already contemplating. It too would require a CCR amendment, but one that is limited in scope.

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. **The committee continues to support this suggestion pending a CCR amendment.**

7:05 p.m. end of meeting. Next meeting is scheduled for March 10, 2025 at 5:30 p.m.

FINAL Feb 20 Minutes Grounds Committee.pdf

Grounds Committee Meeting Minutes

February 20, 2025

Please note: Highlighted, bordered items are recommended for Board action

ATTENDEES

Mary Gray, Chair

Jane Brown

Paula Connors

Joanne Massoni

Theresa McCrackin

Excused: Don Ellwanger

Bill Newbill – not present/is he still on the Committee??

Board Liaison: Courtenay Delfin

Nepenthe staff: Nicole and Trevon

Homeowners: Nancy Cochrane, Don Landsittel, Carol Loew,

Attending on zoom: Karen Lowrey, Cheryl Nelson

AGENDA

Homeowner Comments Part I

Nancy Cochrane, representing the homeowners, addressed the Committee regarding ongoing issues with 1423 Commons, highlighting the homeowners' frustration over several years; thanking Nicole Marks for attention to safety issues in the common area on the left side of the property; thanking the Committee and Board for approving ivy remediation (currently delayed by an 'ivy shortage'); and thanking the Committee for including 1423 Commons on the current recommendation list for remediation of the front yard portion of the property, while awaiting more complete information about the scope of improvements.

Agenda Item #1

Action: Recommend Board Approval of 10 Homeowners' Requests and Five Tree Remediations based on Garth Ruffner Walk Notes and Recommendations

The attached table "Specific Address Observations and Recommendations" lists findings and specific recommendations for 15 properties viewed by Grounds Committee members on Feb 10. The recommendations include appropriate plant names and proposed locations which address the issues raised in the homeowners' requests. To facilitate the communication process with the landscape contractor, the committee included a recommendation to place landscape stakes and flags in situations where plant or tree location, or access to irrigation is critical to the recommendation. In addition, the Committee will be providing a specific table with number of plants and work to be done for Oscar to do the cost proposal. The Committee desires to minimize the impact related to the \$500 crew activation fee charge, by grouping the requests by location.

Nicole Marks outlined the process for next steps as follows:

1. Grounds Committee initial recommendations forwarded to the Board
2. Board considers and approves/denies recommended actions on individual properties
3. Cost Proposals are requested of Carson; a clarification meeting of Oscar, Nicole, and Mary scheduled as needed
4. Carson Proposal reviewed by Grounds Committee
5. Grounds Committee Recommendations forwarded to the Board

Nicole Marks indicated that the Grounds Committee would need to request reimbursement for expenditures to purchase stakes and flags.

Moved: McCrackin
Seconded: Massoni
Vote: Unanimous

Agenda Item #2

Action: Recommendation regarding removal of tree in front of 1004 Dunbarton Circle

In the course of the community walk, Mr. Ruffner noted a tree in front of 1004 Dunbarton because it was placed too close to the residence with some branches almost touching the residence and is leaning over the pedestrian walkway due to insufficient sunlight.

Moved: Massoni
Seconded: McCrackin
Vote: Unanimous

Agenda Item #3

Action: Recommendation of Board consideration of general Observations resulting from Feb 10 Community walk with Garth Ruffner, landscape consultant

The attached table 'General Observations for Further Consideration' summarizes a wide range of community-wide issues and takeaways from the Feb 10 consultation walk. The Chair and other members discussed broader community-wide actions, some of which could be implemented quickly and inexpensively, and some of which require further information or study.

Recommendations for immediate implementation

Grass Issues:

- Raise the mowing height to 2 ½ inches, especially in winter, to minimize scraping grass and exposing dirt patches.
- Utilize one hour of Garth Ruffner contract to provide recommendations on grass remediation, appropriate irrigation, and aphid spraying for crepe myrtles. This information would be used in evaluation of specific homeowner requests, on these subjects.

Moved: Connors
Seconded: Brown
Vote: Unanimous

Independent Arborist: solicit a proposal and presentation from an independent arborist to advise the Committee and Board on preserving the health of the tree population and how to use funds prudently.

Moved: Massoni
Seconded: Brown
Vote: Unanimous

Agenda Item #4

Discussion: Grounds Committee focus on Homeowners' Requests

The Chair reaffirmed Board direction that for the current budget year, the primary emphasis of the Grounds Committee would be eliminating the backlog of homeowner requests, and working to minimize unnecessary expenditures. In response to questions, entire Committee will work as

a team to provide consistency of recommendations and pool common requests (like grass or groundcover remediation). Nicole Marks also emphasized that landscape issues are often identified and addressed as a result of regular management walks. The Committee appreciates Nicole Marks' work in developing the Work Order tracker as a method of organizing and evaluating the ongoing pool of homeowners' requests, and the most recent tracker is attached as "Nepenthe Service Request Tracker – Updated 2-19-25."

Agenda Item # 5

Discussion: Concerns about blocking informal paths through the landscape

The Chair noted increasing calls regarding informal paths degrading vegetation becoming a security and grounds concern, particularly on University Avenue. Discussion ensued about potential options such as directing Carson to allow paths through ivy to grow back, utilizing physical plant and boulder deterrents, and educating the residents and their contractors about using only paved pathways. The Committee agreed to leave this as an open item to be revisited at the next meeting as more information is obtained.

Agenda Item # 6

Recommendation for Board approval of updated plant list

The attached document "Proposed Updated Nepenthe Master Plant List, 2-28-2025" is a major component of the contract with the independent landscape architect, in addition to advising on specific approaches to homeowner requests. The document is a comprehensive update to the Nepenthe plant list to emphasize appropriate drought-tolerant landscape improvements.

Moved: Brown

Seconded: Massoni

Vote: Unanimous

Agenda Item # 7

Discussion: Review of past years' overall landscape expenditures

The attached document "Summary of Landscape Expenditures 2015-2023" was distributed as a way to begin educating the Committee members as to the historical relationship between budgeted operations landscape costs compared to discretionary expenditures, over and above budgeted expenses.

Homeowner Comments Part II

Don Landsittel provided comments regarding a variety of issues regarding

- Timing and processes for accomplishing thoughtful advice and counsel to the Board
- The updated plant list
- Need for tall trees, and budgeting for replacement when trees are removed
- Rollover of excess or unused funds
- Clarification of the role of an independent arborist

See Attachments on following pages

Specific Address Observations and Recommendations by Garth Ruffner– See photos are on last pages		
1	1107 Commons, Tree remediation on alley near back gate	Roots need to be ground out, then excavate and replace. Jane has a photo? Plant New tree: Emerald sunshine elm and Lime tuff Lomandra grass
2	1318 Vanderbilt triangular piece of bare ground	Very over-shaded by redwood trees. "Low odds of success with any kind of planting." "Just leave it." Problematic irrigation. Just leave the duff
3 North	307 Dunbarton; Nandina issues	Keep some of the nandina, softens areas adjacent to fence. Where fence makes an "L" shape remove one on short side, and 2 on long side. In front of the side window on alley, plant lime tuff lomandra, dark green; grows to 30 inches high. Remove nandina at left of gate. Keep nandina to right gate.
3 North	2310 Swarthmore Tree remediation	"Emerald sunshine elm" plus Myoporum Pavifolium
3 North	101 Dunbarton: grass had disappeared, currently a dirt pile	Depends on irrigation location; possible change nozzles on existing irrigation so they water the remaining grass. Extend the current grid drip irrigation along the fence and house down to water the new planting area between the large trees on either side of the door. Use of vinca minor in front between the two large trees from the shrubs to the street
3 South	813 Dunbarton: replace bush stumps,	Excavate shrub stumps on both sides of walkway near front door. Plant 1 or 2 Cool vista Dianella, and Ceanothus to cover tree roots and Iris Douflasii near the fence
3 South	809 Dunbarton; bare area under front window	Plant with Sollya Heterophylla
4	1403 Commons– need to verify correct address and homeowner. Bare grass issues plus Spindly yellow plant between bedroom window and brick half-wall	Leave plant in place but trim back. It is healthy, just needs MAINTENANCE Add 3 shade perennials – Bear's breech/ Winter Bergenia
4	1423 Commons: front yard not compatible with adjacent yards, lots of bare ground	Not too bad; Need to establish defensive line to control ivy. Suggest plant "ceanothus" or "vinca minor" in a sweeping/curving line/S-shape, 24 inches apart or in a circle of 24 inches (not a grid) to break up the solid underlying ground cover, adds variety and color.

		Don't expand ivy; strawberry groundcover is NOT drought-tolerant to heat, which is probably why it looks so bad in the summer.
4	306 Dunbarton: replace dead azalea	Yes: match the existing azalea in terms of size and color.
4	1004 Dunbarton: tree remediation on triangular parcel of common area.	"geranium, "penstemon", "douglas iris", "lomandra" around transition. with groundcover grid drip irrigation.
5	1257 Vanderbilt plant in bare front area	Creeping mahonia
5	1317 Vanderbilt tree replacement	Plant dwarf red Japanese maple with shade perennial such as "creeping mahonia "in front of window on the right side where the azaleas are. Plant a red maple in front grass area
6 South	710 Elmhurst:	Plant Ceanothus with a 3 Carex Divulsa
6 south	510 Elmhurst tree remediation for removal of 2 trees	Plant 3 "emerald sunshine elm": 2 facing Elmhurst, 1 on the side between 510 and 606.
7	1653 University tree remediation on large bare area	Plant with vinca minor ground cover for quick and easy spreading on bare ground

1318 Vanderbilt



1317 Vanderbilt Right side of front door



1317 Vanderbilt Left side of front door



1257 Vanderbilt



510 Elmhurst Photo 1



510 Elmhurst Photo 2



710 Elmhurst



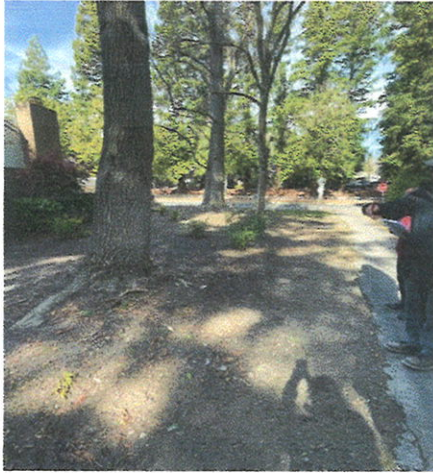
1653 University
Photo 1



1653
Photo 2



307 Dunbarton
Side yard at corner of alley and Elmhurst



809 Dunbarton



2310 Swarthmore



813 Dunbarton



General Observations from Garth Ruffner for Further Consideration

- Grass: Sod is better than seed. UC Davis has a new kind of sod, that could be used in addition to sod that is on the list, more drought-tolerant. The issue is the level of effort and cost to appropriately install. The area would need to be dug down and other grass removed. Alternatives include higher grass mowing and groundcovers that are like grass. Utilizing grass-like ground covers does not require the intensive maintenance of grass.
- Grass should be mowed to a height of 2 ½ inches – no need to mow every week in the winter.
- Garth Ruffner suggested that we hire a consulting arborist that does not have a stake in the work to get an unbiased assessment of the health of the trees. Consider consulting arborist, Nichole Harrison with Focal Point Tree, to provide a proposal and presentation on tree health and possible cost savings.
- Low-growing roses around the Dunbarton Sign. Do not prune into balls
- Layering over tree roots, one half inch at a time over time. Only those where the roots are not too high and by putting sand in it would not mound up around the tree
- When considering plants, look at what the maximum size will be and do the planting with a spacing of 50% of that size
- Garth will provide updated plant list.
- Grid drip irrigation should be used

After-walk Grounds Committee Postmortem Discussion

- Grass is not an easy fix
- For Grounds Comm of Thursday Feb 20. Need to be specific about location and type and size of plantings. Each address should have photos, and pinpoint location of planting for Carson.
- Suggestion was made for planting landscape flags in the specified locations, the day prior to Carson coming out to do the work. Would need to coordinate to know WHEN Carson would be doing the work.
- Need to combine addresses on work orders to avoid the \$500 charge if plantings are done one-by-one.
- Request Carson to specify number of hours for each house?

Nepenthe Service Request Tracker - Updated 02.19.25

W.O. #	Address/Location	Zone #	Current Status
1262776	ENTIRE COMMUNITY	ALL ZONES	Pending Grounds Committee Review
1262816	ENTIRE COMMUNITY	ALL ZONES	Pending Grounds Committee Review
1249091	1318 Vanderbilt	2	Pending Review by Garth
1236920	307 Dunbarton	3	Pending Review by Garth
1239620	813 Dunbarton	3	Pending Review by Garth
1252198	809 Dunbarton	3	Pending Review by Garth
1262480	2330 Swarthmore	3	Pending Grounds Committee Review
1240712	1403 Commons	4	Pending Review by Garth
1253141	306 Dunbarton	4	Pending Review by Garth
1269028	1213 Vanderbilt	5	Pending Zone Steward Review
1235145	1317 Vanderbilt	5	Pending Review by Garth
1249646	1257 Vanderbilt	5	Pending Review by Garth
1229560	310 Elmhurst	6	Pending Grounds Committee Review
1245602	606 Elmhurst	6	Pending Grounds Committee Review
1248489	710 Elmhurst	6	Pending Review by Garth
1265238	1653 University	7	Pending Zone Steward Review
1244838	1449 University	7	Candidate for supplemental planting
1264798	1449 University	7	Pending Zone Steward Review

NEPENTHE MASTER PLANT LIST (DRAFT, 2-18-2025)

Type	Botanic Name	Common Name	Height x Spread	Exposure	Foliage	Mass Planting	Entry Accent	Near Ivy	Rain Garden
Trees, Ex. Turf									
	Acer rubrum 'October Glory'	Red Maple	60'x40'	Sun-Part Shade	Deciduous				
	Betula nigra 'Dura Heat'	River Birch	60'x40'	Sun-Part Shade	Deciduous				
Trees, Large									
	Pistacia chinensis	Chinese Pistache	50'x50'	Sun	Deciduous				
	Quercus ilex	Holly Oak	50'x50'	Sun-Part Shade	Evergreen				
	Quercus lobata	Valley Oak	60'x70'	Sun-Part Shade	Deciduous				Raised
	Styphnolobium (Sophora) Japonicum	Japanese Pagoda Tree	60'x60'	Sun-Part Shade	Deciduous				
Trees, Medium									
	Laurus nobilis 'Saratoga'	Grecian Bay Laurel	35'x25'	Sun* Shade	Evergreen				
	Ulmus propinqua 'Emerald Sunshine'	Emerald Sunshine Hybrid Elm	35'x25'	Sun	Deciduous				
	Ulmus wilsoniana 'Prospector'	Prospector Hybrid Elm	40'x30'	Sun	Deciduous				
Trees, Small									
	Cercis reniformis 'Oklahoma'	Oklahoma Redbud	25'x25'	Sun-Part Shade	Deciduous	Minor	Yes		
	Cotinus coggygia 'Royal Purple'	Smoke Tree	20'x20'	Sun	Deciduous	Minor	Yes		
	Lagerstroemia indica (Hybrids)	Crape Myrtle	25'x25'	Sun	Deciduous	Minor	Yes		
	Olea europaea 'Svan Hill'	Fruitless Olive	25'x25'	Sun	Evergreen				
	Rhapidoilepis x. 'Majestic Beauty'	Majestic Beauty Indian Hawthorn	15'x15'	Sun	Evergreen	Minor	Yes		
Shrubs, Tall									
	Dodonaea viscosa 'Purpurea'	Purple Hopseed Bush	15'x10'	Sun-Part Shade	Evergreen	Minor		Fair	
	Heteromeles arbutifolia	Toyon	15'x15'	Sun-Part Shade	Evergreen	Minor		Fair	Raised
	Mahonia x. media 'Marvel'	Columnar Mahonia	8'x6'	Shade	Evergreen	Narrow		Good	
	Xylosma congestum 'Compacta'	Compact Xylosma	12'x12'	Sun-Part Shade	Evergreen	Minor		Fair	
Shrubs, Medium									
	Arctostaphylos densiflora 'Howard McMinn'	McMinn Manzanita	5'x8'	Sun-Part Shade	Evergreen	Minor		Poor	Raised
	Callistemon viminalis 'Little John'	Compact Bottlebrush	3'x6'	Sun	Evergreen	Major		Poor	
	Carex spissa	San Diego Sedge	4'x3'	Sun-Part Shade	Evergreen	Minor		Good	Bottom
	Rosa californica	California Wild Rose	5'x5'	Sun-Part Shade	Deciduous	Minor		Poor	Raised
	Rosa x. 'Icecap'	Icecap Rose	5'x4'	Sun-Part Shade	Deciduous	Minor	Yes	Fair	
	Sollya heterophylla	Australian Bluebells	5'x5'	Part-Full Shade	Evergreen	Minor		Fair	
Shrubs, Low									
	Cistus cobariensis 'Little Miss Sunshine'	Variegated Compact Rockrose	2'x4'	Sun-Part Shade	Evergreen	Minor	Yes	Poor	Bottom
	Chondropetalum tectorum	Compact Cape Rush	3'x3'	Sun-Part Shade	Evergreen	Minor		Good	
	Dianella revoluta 'Allyn-Citation'	Cool Vista Dianella	3'x3'	Sun-Part Shade	Evergreen	Major	Yes	Good	
	Lomandra longifolia 'Lomlon'	Lime Tuff Lomandra	3'x5'	Sun-Part Shade	Evergreen	Major		Good	
	Lomandra longifolia 'Roma13'	Platinum Beauty Lomandra	3'x5'	Sun-Part Shade	Evergreen	Minor			

*Paint trunks w/
white latex paint
in full sun

Type	Botanic Name	Common Name	Height x Spread	Exposure	Foliage	Mass Planting	Entry Accent	Near Ivy	Rain Garden
Perennials	Acanthus mollis	Bear's Breech	3'x6'	Shade	Deciduous	Minor			
	Blechnum spicant	Deer Fern	3'x4'	Shade	Evergreen	Minor			Good
	Bergenia crassifolia	Winter Bergenia	1'x2'	Shade	Evergreen	Minor	Yes		Good
	Cyrtomium falcatum	Japanese Holly Fern	2'x6'	Shade	Evergreen	Major			Good
	Dietes bicolor	Fortnight Lily	3'x6'	Sun-Part Shade	Evergreen	Major			Good
	Helleborus argutifolius	Corsican Hellbore	2'x3'	Shade	Evergreen	Minor	Yes		Poor
	Iris douglasii	Pacific Coast Iris	1'x2'	Part-Full Shade	Evergreen	Major	Yes		Poor
	Penstemon heterophyllus 'Margarita BOP'	Penstemmon	1'x2'	Sun-Part Shade	Evergreen	Minor	Yes		Poor
	Tulbaghia violaceae (non-variegated)	Society Garlic	2'x4'	Sun-Part Shade	Evergreen	Minor	Yes		Poor
	Carex divulsa	Eurasian Grey Sedge	1'x3'	Sun-Part Shade	Evergreen	Major			Bottom
	Ceanothus griseus var. horizontalis 'MATCEAO1'	Highlights Ceanothus (Drip Only)	2'x10'	Sun-Part Shade	Evergreen	Minor			Poor
	Geranium x. cantabrigiense 'Biokovo'	Biokovo Geranium	1'x3'	Shade	Evergreen	Major			Poor
	Juniperus sabina 'Buffalo'	Creeping Juniper	1'x8'	Sun-Part Shade	Evergreen	Major			Poor
	Mahonia repens	Creeping Mahonia	1'x5'	Shade	Evergreen	Minor			Poor
Groundcovers	Myoporum parvifolium	Creeping Boobialla	1'x8'	Sun	Evergreen	Minor			Poor
	Rosa x. 'Meidrifora', 'Meijocos', 'Meimirrote'	Drift Rose (Coral, Pink, Apricot)	2'x5'	Sun-Part Shade	Deciduous	Major	Yes		Poor
	Vinca minor (low water in shade)	Dwarf Periwinkle	1'x3'	Shade	Evergreen	Major			Poor
	Westringia fruticosa 'Mundi'	Creeping Coast Rosemary	1'x6'	Sun	Evergreen	Major			Poor

Year	Plantings	Irrigation	Trees	Total	% Increase Spent to Prior Year	Operations Landscape
2015	113,472	7,989	87,371	208,832		314,286
2016	234,653	55,984	135,812	426,449	104.2%	321,876
2017	254,586	198,524	213,747	684,857	60.6%	342,804
2018	333,142	34,615	248,153	615,910	-10.1%	386,940
2019	132,191	48,265	239,656	420,112	-31.8%	418,416
2020	191,127	136,285	195,185	522,597	24.4%	425,548
2021	321,334	369,441	301,472	992,247	89.9%	504,000
2022	671,820	114,335	256,608	1,042,763	5.1%	506,880
2023	831,191	115,900	753,591	1,700,682	63.1%	541,200
2024				1,248,756		586,560

Nepenthe Finance Committee February 2025 Final.doc.docx

Nepenthe Homeowners Association – Finance Committee

February 18, 2025

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

Excused:

Absent:

Homeowners: Courtenay Delfin, Cheryl Nelson, Don Landsittle

Topic	Objective / Info / Decision	Action
Approval of Prior Meeting Minutes and Action Items	• Meeting called to order by Duke @ 4:30PM • Motion by Apostolo and seconded by Valverde to approve January 2025 minutes.	• Minutes for November 2024 and January 2025 were approved.
Financial Statement Approval	• November 2024 and December 2024 financials are still under review and deferred until March 17th meeting.	• Need soft copies of November 2024, and December 2024 x 2.
General Manager Update/Board Liaison	• No GM update. • No Board update.	• January financials expected within the next week.
Actual vs. Reserve budget variance report 2024 and YTD 2025	• Attached spreadsheet was presented and discussed. • Finance Committee to complete 2024. • Once 2024 is complete will work on 2025.	• Recommendation to add notes to explain variances and any issues attributed to seasonality. • Use experience to improve on a monthly basis.
Deliverables	•	• Need soft copies of November 2024, and December 2024 x 2.
Homeowner Comments	• Budget report discussed during homeowner comments. • Discussion regarding hard and soft copies for monthly financials. • Remediation after tree removal	• See action items above.
Adjourn	• Meeting adjourned @ 5:0P2M.	

Next meeting: March 17, 2025 @ 4:30PM @ the Clubhouse and Zoom
Submitted by; John Apostolo

Nepenthe Monthly Reserve Budget Report.pdf

2025 Nepenthe Monthly Reserve Actual vs Budget Report

			Current Month Actual	Current Month Budget	Monthly Variance	Percent Variance to Budget	Current Year to Date Actual	Current Year to Date Budget	Year to Date Variance	Percent Variance to Budget
Account #		Reserve Component								
Account #	GL#	Reserve Component								
18100/5/7/9	23133	Irrigation Repairs								
18155		Irrigation: Controller stations	\$xxx	\$xxx	\$xxx	xx%	\$xxx	\$xxx	\$xxx	xx%
18928		Misc Landscape Drains								
18364/5/6/7	N23282	Tree Maintenance: Tree Pruning	\$xxx	\$xxx	\$xxx	xx%	\$xxx	\$xxx	\$xxx	xx%
8368/372/376/380		Tree Maintenance								
3000		Painting								
4000		Structural Repairs	\$xxx	\$xxx	\$xxx	xx%	\$xxx	\$xxx	\$xxx	xx%
19000		Fencing								
18242	N23275	Irrigation: Valves ("Siding Remediation")	\$xxx	\$xxx	\$xxx	xx%	\$xxx	\$xxx	\$xxx	xx%
		Totals	\$xxx	\$xxx	\$xxx	xx%	\$xxx	\$xxx	\$xxx	xx%

Notes:

HO RESPONSES FEB 2025.docx

RESPONSES TO FEBRUARY 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 COMMENTS

1. **Don Landslittel:** Two comments – a) There are a couple of remedies for moss on the roof and we should have our vendor explore them; b) it would be nice to have an updated dues comparison sheet.

BOARD RESPONSE: During routine, periodic inspections of our roofs, our vendor notes conditions which need remedy. The Board will request suggestions from the vendor for corrective action whenever moss is a problem. The Board is preparing an up-to-date dues comparison chart and will provide it as soon as all information is collected and verified.

2. **Mary Gray:** a) Why is ILS looking at the Howe Ave berm? It is City property and should have come to Grounds; b) She was billed for January water.
[GM advised that the March billing should not show billing for water and that, if there is water on that City billing, to contact the office. The City has assured management that refunds will be issued for January water billings.]

BOARD RESPONSE: a) Homeowner concern about fire danger from the condition of the area prompted the Board to ask ILS for a review and recommendation. The area contains City trees but if a fire occurred there, Neperthe homes and facilities might be at risk. The Board is asking the City Fire Department to review the area.

3. **Susan Dietrich:** Would like information on the survey options.

BOARD RESPONSE: A preference survey will be sent to all homeowners asking their preference among possible solutions for the insurance deductible issue. The options are being developed in concert with legal and insurance experts to give the community an opportunity to express its preference for a solution to the issue.

4. **Barbara Beddow:** a) When the preference survey goes out, can changes be made to the CC&Rs? b) The January HO Responses gave an incorrect name (on page 100 in the packet) – Barbara Bevan made the comment, not Barbara Beddow. c) Jerry Dunn has said there is no way to rely upon loss assessment insurance to cover the deductible. d) The Grounds minutes give a recommendation to reduce the number of

days blowers are used. That may work for turf areas, but where there are walkways, there is always debris that needs to be removed frequently.

BOARD RESPONSE: Upon the completion of the survey, the Board will determine what the next steps will be. Please see the GM information below in response to question 8. Your concern about adequately clearing walkways will be shared with the Grounds committee as will the comment from Bill White (question 5 below). Please accept our apologies for the misidentification of you for Barbara Bevan. The Grounds Committee will be informed of your concern on debris on walkways.

5. **Bill White:** On Friday email blasts, please include the link to the Board packets. [GM advised that it was in the blast preceding the meeting and will continue to be in the Friday blast before the Open Meeting.]

6. **Karen Lowery:** She also did not find the link to the packet.

BOARD RESPONSE: Please see the GM response above.

7. **Barbara Beddow:** When will the system for using card keys at the front door (during office hours?) be operational?

[GM announced the use is being determined and it will be announced once it is in place.]

8. **Diane Schaal:** a) Regarding the preference survey – will homeowners be advised of the responses?

{GM advised the survey is for information gathering only. A formal Board decision will be made and, if changing the CC&Rs is the decision, a formal election will occur. Director White advised that official voting will be a separate election from the survey and the election of new Directors.}

b) NextDoor has had some postings by a Nepenthe resident referring people to the current website. Please find out who it is and ask them not to do so.

BOARD RESPONSE: b) Our new website is planned to be operational in April. At that time, access to all but general information will be via homeowner login only. Postings to web sites is considered free speech and the Association has no legal right to limit that.

CORRESPONDENCE

1. Letters on the topic of insurance, the increased deductible and the possible conflict with our CC&Rs were submitted by:

Bonnie Jacobson, Jerry Dunn, Peter Pelkofer, Joel Wheeden, and Nancy Cooper.

BOARD RESPONSE: Please see the Board Responses to questions 3 and 4 above.

2. **Bill White:** Concern about the security of the spas and the after-effects of chlorine used to disinfect them after an incursion. Has heard a suggestion of a 'rented' dog but would prefer fence improvement to prevent those incursions.

BOARD RESPONSE: There are current requests for proposals from fencing companies to add additional fence components and screens to enhance spa/pool security. As those proposals are received, the Board will consider feasibility and review options to block illegal access. The suggestion of a dog has been discussed and rejected for several reasons: lack of shelter for the animal; dog barks disturbing the neighbors; liability for injury if someone were bit; and sanitation of the pool area.

OpenSession_02052025_Minutes.pdf



NEPENTHE ASSOCIATION

Open Session

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

MINUTES

Directors Present

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

Directors Absent

None

Additional Attendees

Nicole Marks, CMCA, AMS - General Manager, FirstService Residential
Trevon McCrea-Simmons - 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 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:

- The Board approved the proposal from Critical Path Reconstruction for fencing repairs for 5 homes totaling \$15,751.80 - *This proposal was approved unanimously*
- The Board approved the proposal from Critical Path Reconstruction for siding/trim repairs for 4 homes totaling \$3,998.03 - *This proposal was approved unanimously*
- The Board approved the proposal from Carson Landscape for improvements at 1461 University & 1423 Commons in the amount of \$735 - *This proposal was approved unanimously*
- The Board approved the proposal from Critical Path Reconstruction for phase 3 evaluations in the amount of \$9,846 - *This proposal was approved unanimously*
- The Board approved the proposal from Reeves Construction for phase 3 evaluations in the amount of \$12,100 - *This proposal was approved unanimously*
- The Board approved the proposal from Breault Asphalt for asphalt repairs in the 312-322 Elmhurst alley in the amount of \$3,437 - *This proposal was approved unanimously*

III. REPORTS

A. GENERAL MANAGER'S REPORT

The General Manager provided an update verbally.

B. CONSTRUCTION MANAGER'S REPORT

The General Manager provided a construction update verbally.

IV. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

Alan Watters provided verbal update for Architectural Committee.

B. OUTREACH COMMITTEE

Marcy Best stated no new updates for Outreach Committee.

C. ILS COMMITTEE

No updates were provided for the ILS Committee.

D. GROUNDS COMMITTEE

Mary Gray provided a verbal update for the Grounds Committee.

E. FINANCE COMMITTEE

No updates were provided by the Finance Committee.

F. NOMINATING/ELECTION COMMITTEE

Brian Coates, Board Liaison, provided a verbal update regarding the upcoming Director Election and seeking board candidacy applications.

V. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 02.05.25

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

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 01.08.25

The Board provided written responses to all Homeowner Correspondence received for the December 2024 and January 2025 Open Session Board Meetings.

VI. CONSENT CALENDAR

Resolved

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

Motion: COURTENAY DELFIN

Second: BRIAN COATES

► Resolved
The motion passed unanimously

A. OPEN SESSION MINUTES - JANUARY 8, 2025

Resolved

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

B. FINANCIAL STATEMENT - NOVEMBER 2024

Resolved

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.

C. FINANCIAL STATEMENT - DECEMBER 2024

Resolved

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.

D. RECORD LIEN RESOLUTION

Resolved

NOW THEREFORE BE IT RESOLVED that the Board of Directors approves by a majority vote of the board members present at a duly called open meeting for FirstService Residential to record a lien on the separate interests/accounts listed below on behalf of the association and to mail a copy of the recorded lien to all known owners and addresses once the 30 days has elapsed from the mailing of the warning letter and no payment has been received.

Date	Account No.	Total Amount Due	Approved	Denied
1/17/25	2058-01	\$3,963.02	X	

VII. HOMEOWNER FORUM

Multiple homeowners addressed the community/board regarding misc. topics including: association dues, city water billing, and moss on roofs.

VIII. NEXT BOARD MEETING

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

IX. ADJOURN

The meeting was adjourned at 6:39PM.

APPROVED

DATE

NEP 01-25 FINANCIAL.pdf

NEPENTHE ASSOCIATION

CASH BASIS FINANCIAL STATEMENTS

FOR THE MONTH AND ONE MONTH(S) ENDED
JANUARY 31, 2025

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
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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



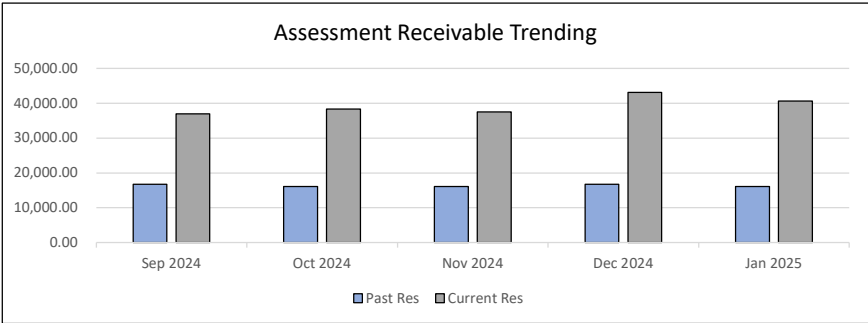
Fiscal Year End: December 31, 2025

For the Month Ended:	January 31, 2025			
Operating cash	255,288.67	89,191.80	Increase in Cash	166,096.87
Reserve cash	8,421,083.58	8,937,749.74	Decrease in Cash	(516,666.16)
Adj Operating Cash (see note 1)	192,794.01	25,044.02	Increase in Cash	167,749.99
Average budgeted expenses / month	416,950.00			
Average # of months of available cash	0.61			
Percent Funded Per 2024 Reserve Study	186.0%			

ASSESSMENT SUMMARY

Prepaid Utilities	
Monthly Assessment Budget	413,000.00
Assessment Cash Received	404,305.95

Total Assessments Receivable	
0-30 days late (see note 2)	39.00
31-60 days late	11,382.30
61-90 days late	6,170.00
over 90 days late	39,159.67
Total Assessments Due	56,750.97
Other Receivable	89,571.42
Past Residents Assessments Rec.	16,129.48
Prepaid Assessments	62,494.66



OPERATING SUMMARY

Category	January Expenses	YTD Expenses	YTD Budget	YTD Variance	Negative YTD Variances>\$2000
Utilities	15,003	15,003	37,188		22,185
Landscape	51,880	51,880	48,880		(3,000) LANDSCAPE \$3K MORE THAN BUDGET
Common Area	78,251	78,251	24,162		(54,089) GUTTER/DOWNSPOUT
Management/On-Site Admin	58,269	58,269	40,239		(18,030) PAYROLL, TAXES, WEBSITE
Insurance	90,012	90,012	93,001		2,989
Total Operating Expenses	293,415	293,415	243,470		(49,945) Spending overbudget year-to-date
YTD Profit/(Loss)		135,408			

RESERVE SUMMARY

Contribution to Reserves this month:	0.00	Reserve Disbursements this month:	548,659.64
Contribution to Reserves Year-to-Date:	0.00	Reserve Disbursements Year-to-Date:	548,659.64
Interest on reserve funds Year-to-Date	31,993.48		

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	89,192	8,937,750
Plus	Income	460,817	
	Reserve Investment Income		31,993
	Contributions to Reserves		0
Less	Operating Expenses	(293,415)	
	Reserve Funding	0	
	Reserve Expenses		(548,660)
Ending Balance	1/31/2025	255,289	8,421,084

Budget Report

Actual Income - Year-to-date	\$ 460,817.19
Budgeted Income - Year-to-date	\$ 416,950.00
Produced a positive Year-to-date income variance of	\$ 43,867.19
Actual Expenses and Reserve Contribution - Year-to-date	\$ 325,408.74
Budgeted Expenses and Reserve Contribution - Year-to-date	\$ 416,950.00
Produced a positive Year-to-date operating expenses variance of	\$ 91,541.26
The two combined variances produced a positive Year-to-date variance of	\$ 135,408.45

Other Information

Unpaid assessments at	1/31/2025	were:	\$ 56,750.97
Prepaid assessments at	1/31/2025	were:	\$ 62,494.66

NEPENTHE ASSOCIATION
COMPARATIVE BALANCE SHEET
01/31/2025

02/25/2025 2:45 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	255,288.67	89,191.80
PETTY CASH	150.00	150.00
RESERVE ACCOUNT FUNDS	8,421,083.58	8,937,749.74
TOTAL CASH AND INVESTMENTS	8,676,522.25	9,027,091.54
OTHER ASSETS		
DUE TO RESERVES	53,085.00	53,085.00
DUE FROM OPERATING	(53,085.00)	(53,085.00)
UNFUNDED RESERVES	371,044.00	395,128.00
TOTAL OTHER ASSETS	371,044.00	395,128.00
TOTAL ASSETS	9,047,566.25	9,422,219.54
LIABILITIES		

ACCOUNTS PAYABLE	30,176.42	0.00
UNFUNDED RESERVES	371,044.00	395,128.00
PROCESSING FEES	512.00	0.00
TOTAL LIABILITIES	401,732.42	395,128.00
MEMBERS EQUITY		

GENERAL RESERVE FUND BALANCE	8,474,168.58	8,990,834.74
OPERATING FUND BALANCE-BEG OF YEAR	36,256.80	36,256.80
CURRENT YEAR INCOME/(LOSS)	135,408.45	0.00
TOTAL LIABILITIES & MEMBERS EQUITY	9,047,566.25	9,422,219.54

NEPENTHE ASSOCIATION
RESERVE FUND BALANCES SUPPORT SCHEDULES
01/31/2025

02/25/2025 2:45 PM Page: C 1

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

FirstService Residential CA
15241 Laguna Canyon Road
Irvine CA 92618

	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	0.00	0.00	31,993.48	0.00	0.00	31,993.48
22872 GYM/WORKOUT FACILITY	14,017.11	0.00	0.00	0.00	0.00	14,017.11
22960 PAINTING-INTERIOR RESERVES	6,338.62	0.00	0.00	0.00	0.00	6,338.62
23014 CONCRETE REPAIRED RESERVES	108,220.33	0.00	0.00	0.00	0.00	108,220.33
23120 ROOF RESERVES	3,349,676.81	0.00	0.00	(4,355.00)	0.00	3,345,321.81
23122 POOL/SPA RESERVES	106,828.92	0.00	0.00	0.00	0.00	106,828.92
23127 FENCING RESERVES	361,971.23	0.00	0.00	(77,922.44)	0.00	284,048.79
23130 CONTIGENCY RESERVES	52,610.00	0.00	0.00	0.00	0.00	52,610.00
23133 IRRIGATION RESERVES	126,875.45	0.00	0.00	(17,765.00)	0.00	109,110.45
23146 SIGNS RESERVES	29,940.96	0.00	0.00	(177.80)	0.00	29,763.16
23178 PAVING RESERVES	557,592.36	0.00	0.00	0.00	0.00	557,592.36
23199 RESERVE STUDY RESERVES	7,833.09	0.00	0.00	0.00	0.00	7,833.09
L23133 OUTDOOR EQUIPMENT RSRV	14,274.78	0.00	0.00	0.00	0.00	14,274.78
L23135 PAINT EXTERIOR RSRV	634,274.19	0.00	0.00	(18,675.00)	0.00	615,599.19
L23136 STRUCTURAL REPAIRS RSRV	1,925,651.89	0.00	0.00	(164,136.90)	0.00	1,761,514.99
N22911 UNDERGROUND UTILITY RSRV	97,913.63	0.00	0.00	(2,495.00)	0.00	95,418.63
N23017 CLUBHOUSE RENOVATION RSRV	84,772.58	0.00	0.00	0.00	0.00	84,772.58
N23130 MISCELLANEOUS RSRV	16,748.38	0.00	0.00	0.00	0.00	16,748.38
N23274 TENNIS COURT RSRV	69,003.34	0.00	0.00	0.00	0.00	69,003.34
N23275 GROUNDS RESERVE	695,702.11	0.00	0.00	(167,795.00)	0.00	527,907.11
N23282 TREE REMOVAL ANNUAL MAINT RSRV	698,794.12	0.00	0.00	(95,337.50)	0.00	603,456.62
N22991 POLE LIGHT REPAIRS RSRV	33,599.84	0.00	0.00	0.00	0.00	33,599.84
TOTAL GENERAL RESERVES	8,992,639.74	0.00	31,993.48	(548,659.64)	0.00	8,475,973.58

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REVENUE									
403,307.05	388,810	14,497.05	14000	HOMEOWNER ASSESSMENT REVENUE	403,307.05	388,810	14,497.05	4,665,720	4,262,412.95
0.00	2,000	(2,000.00)	14087	EASEMENT AGREEMENT	0.00	2,000	(2,000.00)	24,000	24,000.00
413.41	150	263.41	14101	INTEREST ON PAST DUE ASSESSMENTS	413.41	150	263.41	1,800	1,386.59
70.00	50	20.00	14110	KEY REVENUE	70.00	50	20.00	600	530.00
675.00	350	325.00	14113	CLUBHOUSE RENTAL	675.00	350	325.00	4,200	3,525.00
540.00	0	540.00	14116	CC&R VIOLATIONS/FINES	540.00	0	540.00	0	(540.00)
0.00	1,400	(1,400.00)	14122	INSURANCE REIMBURSEMENT	0.00	1,400	(1,400.00)	16,800	16,800.00
2.25	0	2.25	14162	OPERATING INTEREST REVENUE	2.25	0	2.25	0	(2.25)
31,993.48	0	31,993.48	14163	RESERVE INTEREST REVENUE	31,993.48	0	31,993.48	0	(31,993.48)
23,816.00	24,190	(374.00)	14309	WATER REIMBURSEMENTS	23,816.00	24,190	(374.00)	290,280	266,464.00
460,817.19	416,950	43,867.19		TOTAL REVENUE	460,817.19	416,950	43,867.19	5,003,400	4,542,582.81
RESERVE CONTRIBUTION									
0.00	272	272.00	19572	GYM/WORKOUT FACILITIES RESERVES	0.00	272	272.00	3,264	3,264.00
0.00	123	123.00	19660	PAINTING-INTERIOR RES	0.00	123	123.00	1,476	1,476.00
0.00	2,100	2,100.00	19714	CONCRETE REPAIR RESERVE	0.00	2,100	2,100.00	25,200	25,200.00
31,993.48	0	(31,993.48)	19803	GENERAL RESERVE INTEREST	31,993.48	0	(31,993.48)	0	(31,993.48)
0.00	65,000	65,000.00	19820	ROOF RESERVE	0.00	65,000	65,000.00	780,000	780,000.00
0.00	2,073	2,073.00	19822	POOL/SPA RESERVE	0.00	2,073	2,073.00	24,876	24,876.00
0.00	7,024	7,024.00	19827	FENCING RESERVE	0.00	7,024	7,024.00	84,288	84,288.00
0.00	2,462	2,462.00	19833	IRRIGATION RESERVE	0.00	2,462	2,462.00	29,544	29,544.00
0.00	581	581.00	19846	SIGN RESERVE	0.00	581	581.00	6,972	6,972.00
0.00	10,820	10,820.00	19878	PAVING RESERVE	0.00	10,820	10,820.00	129,840	129,840.00
0.00	152	152.00	19899	RESERVE STUDY	0.00	152	152.00	1,824	1,824.00
0.00	277	277.00	L19833	OUTDOOR EQUIPMENT RSRV	0.00	277	277.00	3,324	3,324.00
0.00	12,308	12,308.00	L19835	PAINTING EXTERIOR RESERVE	0.00	12,308	12,308.00	147,696	147,696.00
0.00	37,367	37,367.00	L19836	STRUCTURAL REPAIRS RSRV	0.00	37,367	37,367.00	448,404	448,404.00
0.00	1,900	1,900.00	N19611	UNDERGROUND UTILITY REPR RSV	0.00	1,900	1,900.00	22,800	22,800.00
0.00	652	652.00	N19691	POLE LIGHT REPR RSV	0.00	652	652.00	7,824	7,824.00
0.00	1,645	1,645.00	N19717	CLBHOUSE REMODEL INTERIOR RENOVATI	0.00	1,645	1,645.00	19,740	19,740.00
0.00	325	325.00	N19830	MISCELLANEOUS RSV	0.00	325	325.00	3,900	3,900.00
0.00	1,339	1,339.00	N19974	COMMON TENNIS CRT RSV	0.00	1,339	1,339.00	16,068	16,068.00
0.00	13,500	13,500.00	N19975	GROUPS RSV	0.00	13,500	13,500.00	162,000	162,000.00
0.00	13,560	13,560.00	N19982	TREE REM/ ANNL MAINT RSV	0.00	13,560	13,560.00	162,720	162,720.00
31,993.48	173,480	141,486.52		TOTAL RESERVE CONTRIBUTION	31,993.48	173,480	141,486.52	2,081,760	2,049,766.52
428,823.71	243,470	185,353.71		AVAILABLE OPERATING REVENUE	428,823.71	243,470	185,353.71	2,921,640	2,492,816.29
OPERATING EXPENSES									
UTILITIES									

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3,697.56	4,337	639.44	15101	ELECTRICITY	3,697.56	4,337	639.44	52,044	48,346.44
3,025.57	2,164	(861.57)	15102	GAS	3,025.57	2,164	(861.57)	25,968	22,942.43
682.77	510	(172.77)	15103	REFUSE COLLECTION	682.77	510	(172.77)	6,120	5,437.23
164.24	172	7.76	15105	TELEPHONE EXPENSE	164.24	172	7.76	2,064	1,899.76
5,810.85	5,865	54.15	15106	WATER	5,810.85	5,865	54.15	70,380	64,569.15
0.00	23,600	23,600.00	15106R	REIMBURSABLE WATER USAGE	0.00	23,600	23,600.00	283,200	283,200.00
1,621.57	540	(1,081.57)	15155	INTERNET EXPENSE	1,621.57	540	(1,081.57)	6,480	4,858.43
15,002.56	37,188	22,185.44		TOTAL UTILITIES	15,002.56	37,188	22,185.44	446,256	431,253.44
				LAND MAINTENANCE					
51,880.00	48,880	(3,000.00)	15500	CONTRACT LANDSCAPE SERVICE	51,880.00	48,880	(3,000.00)	586,560	534,680.00
51,880.00	48,880	(3,000.00)		TOTAL LAND MAINTENANCE	51,880.00	48,880	(3,000.00)	586,560	534,680.00
				COMMON AREA					
4,050.00	3,475	(575.00)	16020	CONTRACT POOL/SPA SERVICE	4,050.00	3,475	(575.00)	41,700	37,650.00
0.00	85	85.00	16022	POOL EQUIPMENT REPAIR	0.00	85	85.00	1,020	1,020.00
0.00	210	210.00	16027	POOL INSPECTION	0.00	210	210.00	2,520	2,520.00
4,300.00	210	(4,090.00)	18457	PLUMBING REPAIR	4,300.00	210	(4,090.00)	2,520	(1,780.00)
0.00	1,300	1,300.00	18524	MATERIAL SUPPLIES	0.00	1,300	1,300.00	15,600	15,600.00
1,865.00	335	(1,530.00)	18526	PEST CONTROL	1,865.00	335	(1,530.00)	4,020	2,155.00
2,615.00	2,657	42.00	18531	JANITORIAL SERVICE	2,615.00	2,657	42.00	31,884	29,269.00
0.00	192	192.00	18532	JANITORIAL SUPPLIES	0.00	192	192.00	2,304	2,304.00
175.13	65	(110.13)	18534	FIRE EXTINGUISHER SERVICE	175.13	65	(110.13)	780	604.87
732.00	700	(32.00)	18579	PATROL SERVICE	732.00	700	(32.00)	8,400	7,668.00
58,800.00	9,833	(48,967.00)	18736	GUTTER & DOWNSPOUT CLEANING	58,800.00	9,833	(48,967.00)	117,996	59,196.00
5,301.81	4,166	(1,135.81)	18767	REPAIR & MAINTENANCE	5,301.81	4,166	(1,135.81)	49,992	44,690.19
0.00	709	709.00	18771	BACKFLOW DEVICE TEST	0.00	709	709.00	8,508	8,508.00
145.99	140	(5.99)	18905	KITCHEN SUPPLIES	145.99	140	(5.99)	1,680	1,534.01
265.94	85	(180.94)	18986	FITNESS CONTRACT	265.94	85	(180.94)	1,020	754.06
78,250.87	24,162	(54,088.87)		TOTAL COMMON AREA	78,250.87	24,162	(54,088.87)	289,944	211,693.13
				MANAGEMENT/ON-SITE ADMIN EXP					
1,229.88	200	(1,029.88)	18001	COMMUNITY WEBSITE	1,229.88	200	(1,029.88)	2,400	1,170.12
0.00	100	100.00	18003	COMMUNITY EVENTS/PROGRAMS	0.00	100	100.00	1,200	1,200.00
7,800.00	8,190	390.00	19109	CONTRACT MANAGEMENT	7,800.00	8,190	390.00	98,280	90,480.00
0.00	181	181.00	19101	CPA SERVICES	0.00	181	181.00	2,172	2,172.00
0.00	25	25.00	19106	TAXES & LICENSES	0.00	25	25.00	300	300.00
2,281.29	1,675	(606.29)	19108	GENERAL COUNSEL SERVICE	2,281.29	1,675	(606.29)	20,100	17,818.71
6,953.43	3,334	(3,619.43)	19111	MANAGEMENT REIMBURSABLE	6,953.43	3,334	(3,619.43)	40,008	33,054.57
0.00	21	21.00	19112	POSTAGE, ON-SITE	0.00	21	21.00	252	252.00
135.00	100	(35.00)	19117	DUES & PUBLICATIONS	135.00	100	(35.00)	1,200	1,065.00

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47.00	35	(12.00)	19119	BANK FEES	47.00	35	(12.00)	420	373.00
21,812.72	16,625	(5,187.72)	19124	ON-SITE STAFF	21,812.72	16,625	(5,187.72)	199,500	177,687.28
520.00	583	63.00	17209	PAYROLL PROCESSING FEES	520.00	583	63.00	6,996	6,476.00
(2,714.42)	0	2,714.42	19126	DELINQUENCY MONITORING	(2,714.42)	0	2,714.42	0	2,714.42
0.00	100	100.00	19132	OPERATING CONTINGENCY	0.00	100	100.00	1,200	1,200.00
1,236.00	317	(919.00)	19172	ACCOUNTING REIMBURSABLES	1,236.00	317	(919.00)	3,804	2,568.00
2,503.74	125	(2,378.74)	19174	AMS COLLECTION EXPENSE	2,503.74	125	(2,378.74)	1,500	(1,003.74)
2,713.07	85	(2,628.07)	19178	PROPERTY TAX	2,713.07	85	(2,628.07)	1,020	(1,693.07)
12,214.34	7,773	(4,441.34)	19247	PAYROLL TAXES & BENEFITS	12,214.34	7,773	(4,441.34)	93,276	81,061.66
390.15	125	(265.15)	19295	ON-SITE OFFICE SUPPLIES	390.15	125	(265.15)	1,500	1,109.85
1,147.26	645	(502.26)	19382	COPIER LEASE	1,147.26	645	(502.26)	7,740	6,592.74
58,269.46	40,239	(18,030.46)		TOTAL MANAGEMENT/ON-SITE ADMIN E	58,269.46	40,239	(18,030.46)	482,868	424,598.54
				INSURANCE					
59,882.95	59,426	(456.95)	19107	INSURANCE	59,882.95	59,426	(456.95)	713,112	653,229.05
30,129.42	33,575	3,445.58	DC19307	FLOOD INSURANCE	30,129.42	33,575	3,445.58	402,900	372,770.58
90,012.37	93,001	2,988.63		TOTAL INSURANCE	90,012.37	93,001	2,988.63	1,116,012	1,025,999.63
293,415.26	243,470	(49,945.26)		TOTAL OPERATING EXPENSES	293,415.26	243,470	(49,945.26)	2,921,640	2,628,224.74
135,408.45	0	135,408.45		NET INCOME/(LOSS)	135,408.45	0	135,408.45	0	(135,408.45)

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	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	TOTAL
REVENUE													
14000 HOMEOWNER ASSESSMENT REVENUE	352421	366890	368124	370812	349054	378288	350317	360084	375307	347324	371555	403307	4393484
14087 EASEMENT AGREEMENT	7276	0	0	7816	0	0	3233	0	0	6218	0	0	24542
14101 INTEREST ON PAST DUE ASSESMEN	75	461	66	299	450	31	71	115	786	62	262	413	3091
14110 KEY REVENUE	75	75	50	60	145	85	40	50	80	20	10	70	760
14113 CLUBHOUSE RENTAL	355	645	0	725	1835	-625	995	415	555	930	1370	675	7875
14116 CC&R VIOLATIONS/FINES	620	0	620	620	0	596	682	658	1393	20	558	540	6307
14121 INTEREST REVENUE	0	0	0	0	0	0	0	0	0	230	0	0	230
14122 INSURANCE REIMBURSEMENT	71172	-40	4993	225	0	10800	450	-225	0	450	225	0	88049
14132 MISCELLANEOUS REVENUE	11062	0	0	0	0	0	0	0	60	0	0	0	11122
14162 OPERATING INTEREST REVENUE	259	247	272	255	235	243	273	254	246	0	72	2	2357
14163 RESERVE INTEREST REVENUE	28496	31274	28263	70026	37279	38608	19567	43106	15486	49948	49041	31993	443087
14357 RESERVE CONTRIBUTION	0	0	0	0	0	0	0	750	465	0	0	0	1215
14309 WATER REIMBURSEMENTS	0	0	0	0	0	0	0	0	0	41	1230	23816	25087
TOTAL REVENUE	471810	399552	402387	450838	388998	428026	375627	405207	394377	405242	424324	460817	5007205
RESERVE CONTRIBUTION													
19572 GYM/WORKOUT FACILITIES RESERVE	272	272	272	272	136	272	544	408	0	272	0	0	2720
19660 PAINTING-INTERIOR RES	202	202	202	202	101	202	404	303	0	202	0	0	2020
19714 CONCRETE REPAIR RESERVE	2100	2100	2100	2100	1050	2100	4200	3150	0	2100	0	0	21000
19803 GENERAL RESERVE INTEREST	28496	31274	28263	70026	37279	38608	19567	43106	15486	49948	49041	31993	443087
19820 ROOF RESERVE	70032	70032	70032	70032	35016	70032	140064	105048	0	70032	0	0	700320
19822 POOL/SPA RESERVE	2700	2700	2700	2700	1350	2700	5400	4050	0	2700	0	0	27000
19827 FENCING RESERVE	6585	6585	6585	6585	3293	6585	13170	9878	0	6585	0	0	65850
19833 IRRIGATION RESERVE	15614	15614	15614	15614	7807	15614	31228	23421	0	15614	0	0	156140
19846 SIGN RESERVE	581	581	581	581	291	581	1162	872	0	581	0	0	5810
19878 PAVING RESERVE	10820	10820	10820	10820	5410	10820	21640	16230	0	10820	0	0	108200
19899 RESERVE STUDY	152	152	152	152	76	152	304	228	0	152	0	0	1520
L19833 OUTDOOR EQUIPMENT RSRV	4	4	4	4	2	4	8	6	0	4	0	0	40
L19835 PAINTING EXTERIOR RESERVE	12308	12308	12308	12308	6154	12308	24616	18462	0	12308	0	0	123080
L19836 STRUCTURAL REPAIRS RSRV	37367	37367	37367	37367	18684	37367	74734	56051	465	37367	0	0	374135
N19611 UNDERGROUND UTILITY REPR RSV	2533	2533	2533	2533	1267	2533	5066	3800	0	2533	0	0	25330
N19691 POLE LIGHT REPR RSV	578	578	578	578	289	578	1156	867	0	578	0	0	5780
N19717 CLBHOUSE REMODEL INTERIOR RENO	2945	2945	2945	2945	1473	2945	5890	4418	0	2945	0	0	29450
N19830 MISCELLANEOUS RSV	204	204	204	204	102	204	408	306	0	204	0	0	2040
N19974 COMMON TENNIS CRT RSV	1339	1339	1339	1339	670	1339	2678	2009	0	1339	0	0	13390
N19975 GROUNDS RSV	15614	15614	15614	15614	7807	15614	31228	24171	0	15614	0	0	156890
N19982 TREE REM/ ANNL MAINT RSV	15614	15614	15614	15614	7807	15614	31228	23421	0	15614	0	0	156140
TOTAL RESERVE CONTRIBUTION	226060	228838	225827	267590	136061	236172	414695	340202	15951	247512	49041	31993	2419942
AVAILABLE OPERATING REVENUE	245750	170714	176560	183248	252938	191854	-39067	65005	378427	157731	375282	428824	2587264

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OPERATING EXPENSES													
UTILITIES													
15101 ELECTRICITY	3891	7284	0	6387	3685	4124	4298	4328	4341	3546	3854	3698	49435
15102 GAS	2521	1928	1372	740	2074	869	565	1313	1894	3406	2333	3026	22040
15103 REFUSE COLLECTION	1110	690	1007	118	3715	612	-2613	1419	694	694	764	683	8894
15105 TELEPHONE EXPENSE	164	164	164	164	164	164	164	164	164	164	164	164	1971
15106 WATER	7125	5055	6012	5085	5001	5089	5176	6116	7061	6451	6018	5811	70000
15155 INTERNET EXPENSE	637	637	637	652	652	752	752	932	752	752	752	1622	9528
TOTAL UTILITIES	15448	15758	9192	13146	15292	11610	8343	14272	14906	15013	13885	15003	161869
LAND MAINTENANCE													
15500 CONTRACT LANDSCAPE SERVICE	97760	48880	48880	48880	48880	48880	48880	48880	48880	48880	48880	51880	638440
15511 BACKFLOW DEVICE TEST	3000	0	0	0	0	0	0	0	0	0	0	0	3000
TOTAL LAND MAINTENANCE	100760	48880	48880	48880	48880	48880	48880	48880	48880	48880	48880	51880	641440
COMMON AREA													
16020 CONTRACT POOL/SPA SERVICE	3375	3075	3225	3075	3525	3525	3840	3675	3825	3825	3525	4050	42540
16022 POOL EQUIPMENT REPAIR	0	0	0	550	117	0	0	0	0	0	0	0	667
16027 POOL INSPECTION	0	659	1919	0	1289	0	0	0	1306	0	0	0	5173
18457 PLUMBING REPAIR	0	0	300	0	0	0	225	1000	0	0	0	4300	5825
18501 EXPENSES TO BE REIMBURSED	0	-1350	0	0	-4860	0	0	0	0	0	0	0	-6210
18524 MATERIAL SUPPLIES	576	751	1146	-431	524	408	0	887	266	0	0	0	4127
18526 PEST CONTROL	0	355	65	65	265	215	365	1865	815	65	65	1865	6005
18531 JANITORIAL SERVICE	3470	3940	2490	0	2490	5230	2490	2490	2490	2490	2490	2615	32685
18532 JANITORIAL SUPPLIES	0	12	166	-360	0	1013	0	0	792	213	159	0	1994
18534 FIRE EXTINGUISHER SERVICE	225	193	182	0	0	0	0	0	0	0	0	175	776
18544 LIGHT REPAIRS	0	0	355	0	0	0	490	207	1443	2181	0	0	4676
18579 PATROL SERVICE	1304	0	696	672	732	696	732	672	684	720	720	732	8360
18736 GUTTER & DOWNSPOUT CLEANING	27588	0	27588	0	0	0	0	0	0	0	0	58800	113976
18767 REPAIR & MAINTENANCE	5979	4768	5170	4287	5039	3115	4365	4948	3449	4355	4755	5302	55532
18771 BACKFLOW DEVICE TEST	0	96	0	96	0	0	9477	1009	0	0	0	0	10678
18905 KITCHEN SUPPLIES	88	0	0	0	374	63	275	0	175	153	0	146	1274
18986 FITNESS CONTRACT	0	228	0	161	115	125	561	115	0	0	0	266	1572
TOTAL COMMON AREA	42604	12728	43303	8116	9609	14391	22820	16868	15244	14002	11714	78251	289649
MANAGEMENT/ON-SITE ADMIN EXP													
18001 COMMUNITY WEBSITE	1230	249	150	2275	150	150	2275	150	150	150	150	1230	8309
18003 COMMUNITY EVENTS/PROGRAMS	97	45	105	0	-855	0	0	0	0	-500	0	0	-1108
19109 CONTRACT MANAGEMENT	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	7800	93600

NEPENTHE ASSOCIATION
INCOME STATEMENT FOR 12 MONTHS ENDING
01/31/2025

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

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	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	TOTAL
19101 CPA SERVICES	0	2105	0	0	0	0	0	0	0	0	0	0	2105
19104 FEDERAL TAX EXPENSE	0	0	89961	0	41760	0	-175800	0	41760	0	-41760	0	-44079
19105 FRANCHISE TAX BOARD	0	0	19205	0	10850	0	-47734	0	10850	0	-10850	0	-17679
19106 TAXES & LICENSES	0	0	0	0	0	-362	0	0	0	0	0	0	-362
19108 GENERAL COUNSEL SERVICE	0	11217	4500	2646	1886	3642	6298	1850	0	1185	2050	2281	37555
19111 MANAGEMENT REIMBURSABLE	7604	3610	3610	3610	3610	3645	3610	3610	4510	3610	740	6953	48718
19112 POSTAGE, ON-SITE	79	0	57	138	0	0	0	222	0	0	0	0	496
19117 DUES & PUBLICATIONS	0	600	0	0	0	0	0	0	0	0	0	135	735
19119 BANK FEES	35	35	35	35	35	35	35	35	35	35	35	47	432
19124 ON-SITE STAFF	23825	29769	7057	22193	14516	14264	14382	24502	14348	14182	14380	21813	215231
17209 PAYROLL PROCESSING FEES	520	520	520	520	520	520	520	520	520	520	520	520	6240
19126 DELINQUENCY MONITORING	-671	-2633	-750	-1389	-935	-650	-546	-2285	-3519	-869	-1562	-2714	-18524
19132 OPERATING CONTINGENCY	0	0	0	2847	0	0	0	1578	0	10531	0	0	14956
19172 ACCOUNTING REIMBURSABLES	1141	467	374	364	368	326	363	446	363	329	0	1236	5776
19174 AMS COLLECTION EXPENSE	737	-1260	880	180	-48	944	1564	345	1455	119	2193	2504	9613
19178 PROPERTY TAX	0	0	0	0	0	495	0	-142	0	0	0	2713	3066
19247 PAYROLL TAXES & BENEFITS	11997	13851	3783	11586	7647	7566	7604	11470	8180	8071	8129	12214	112097
19295 ON-SITE OFFICE SUPPLIES	480	222	157	114	191	92	0	765	111	0	104	390	2625
19382 COPIER LEASE	0	654	718	1008	89	521	593	61	1079	700	492	1147	7064
TOTAL MANAGEMENT/ON-SITE ADM	54873	67250	138160	53928	87584	38989	-179038	50926	87642	45863	-17580	58269	486866
INSURANCE													
19107 INSURANCE	16221	16221	16221	41221	16221	16221	12798	19645	237403	59883	59883	59883	571822
DC1930 FLOOD INSURANCE	29105	29105	29105	29105	29105	29105	29105	29105	29105	29105	12856	30129	334035
TOTAL INSURANCE	45326	45326	45326	70326	45326	45326	41903	48750	266508	88988	72738	90012	905857
TOTAL OPERATING EXPENSES	259012	189942	284861	194397	206691	159196	-57092	179696	433179	212746	129638	293415	2485680
NET INCOME/(LOSS)	-13261	-19228	-108301	-11149	45022	33883	18025	-114691	-54753	-55015	245644	135408	101584