



NEPENTHE ASSOCIATION

Open Session

June 4, 2025 6:00 PM
Nepenthe Clubhouse
1131 Commons Drive
Sacramento, CA

MINUTES

Directors Present

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

Directors Absent

None

Additional Attendees

Nicole Marks, CMCA, AMS - General Manager, 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 June 3, 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 June 3rd meeting:

- The Board approved proposal from Critical Path Reconstruction for fencing repairs at 2315 Swarthmore in the total amount of \$7,987.38 — *This proposal was approved unanimously*
- The Board approved 3 proposals from Indoor Environmental Services for HVAC repairs at the clubhouse in the total amount of \$3,388.68 — *These proposals were approved unanimously*
- The Board approved 6 proposals from Grove Total Tree Care for tree maintenance/pruning in Zones 2-7 in the total amount of \$94,190 — *These proposals were approved unanimously*
- The Board approved 5 proposals from Carson Landscape for irrigation repairs in the total amount of \$1,465 — *These proposals were approved unanimously*

III. REPORTS

A. GENERAL MANAGER'S REPORT

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

B. CONSTRUCTION MANAGER'S REPORT

The Construction Manager, Paul Reeves, provided a written report for the community regarding Phase 2/3.

IV. COMMITTEE UPDATES

A. ARCHITECTURAL COMMITTEE

Resolved

The Board affirms the committee's recommendations below:

Address	Modification	Recommendation
1113 Vanderbilt	HVAC	Emergency Approval

Motion: COURTENAY DELFIN

Second: BRIAN COATES

▶ **Resolved**
The motion passed unanimously

B. OUTREACH COMMITTEE

Marcy Best provided a verbal update for the Outreach Committee which included the 4th of July event and the shredding event in August.

C. ILS COMMITTEE

Cheryl Nelson provided a verbal update for the ILS committee which included modification of the fencing at the clubhouse gates.

D. GROUNDS COMMITTEE

No updates were provided by the Grounds Committee.

E. FINANCE COMMITTEE

No updates were provided by the Finance Committee.

V. HOMEOWNER CORRESPONDENCE

A. HOMEOWNER CORRESPONDENCE - 06.04.25

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

B. HOMEOWNER COMMENT/CORRESPONDENCE FOLLOW UP - 05.07.25

The Board provided written responses to all Homeowner Correspondence received for the May 2025 Open Session Board Meeting.

VI. CONSENT CALENDAR

Resolved

The Board approves Consent Calendar Items A-B as presented.

Motion: NINA WHITE TTEE

Second: COURTENAY DELFIN

▶ **Resolved**
The motion passed unanimously

A. OPEN SESSION MINUTES - MAY 7, 2025

Resolved

The Board approves the Open Session Minutes dated May 7, 2025 as presented.

B. FINANCIAL STATEMENT - APRIL 2025

Resolved

The Board accepts the Association’s income statement for April 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 \$29,105.91 and year-to-date reserve funding of \$737,848.61 compared to the year-to-date reserve funding budget of \$693,920. The actual year-to-date operating expenses were \$1,028,941.43. The budgeted year-to-date operating expenses were \$973,880. The association has \$125,712.71 in operating funds, which represents 0.30 months of budgeted expenses and reserve contributions. The association has \$8,117,707.22 in reserve funds.

VII. NEW BUSINESS

A. 2025-2026 COMMITTEE APPOINTMENTS

Resolved

The below committee appointments are approved by the Board for the 2025-2026 term:

Architecture	Allen Davenport Paul Serafimidis Alan Watters
Election	Yvonne DelBiaggio Joleen Hecht Joanne Massoni
Finance	John Apostolo Carol Duke Julie Valverde
Grounds	Jane Brown Paula Connors Don Ellwanger Mary Gray Rick Lawrance Theresa McCrackin
ILS	Leslie Arnal Pamela DiMaggio Jackie Grebitus
Nominating	Kathryn Schmid Dale Shaw
Outreach	Joan Barrett Jan Beale Ann Bennett Marcy Best Patricia Furukawa Geraldine Gelfand Theresa McCrackin Ann Pasiuk Kathryn Schmid

	Dale Shaw Lora Slevin Bill White
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Motion: COURTENAY DELFIN
Second: BRIAN COATES

▶ **Resolved**
The motion passed unanimously

B. 202 DUNBARTON - ARCHITECTURE APPEAL

Background

The gazebo structure at 202 Dunbarton was denied during the May Open Session Board Meeting. Per the governing documents, the owner may submit an appeal of the denial. The owner has provided the attached appeal and is requesting the Board to appeal the denial decision. Additionally, the chair of the Architecture Committee, has provided background information which led the committee to deny the initial application.

Resolved

The Board denies the appeal for the gazebo at 202 Dunbarton to keep the gazebo as is. However, the Board approves the gazebo with the following conditions: White portions of the gazebo must be painted to match the house color, owner has 30 days to paint the white portions of the gazebo and the gazebo must be removed when the owner moves out of the home.

Motion: NINA WHITE TTEE
Second: COURTENAY DELFIN

▶ **Resolved**
The motion passed unanimously

C. CC&R REVISION

The Board provided a verbal update on the status of the CC&Rs Section 10.8 and the survey results.

VIII. HOMEOWNER FORUM

Multiple homeowners addressed the board with concerns/questions/comments which included status of CC&R revisions and landscaping questions.

IX. NEXT BOARD MEETING

The Association's next open Board meeting will be held July 2, 2025, at 6:00 pm.

X. ADJOURN

The meeting was adjourned at 7PM.

Cheryl Nelson

7/8/2025

APPROVED

DATE