



# Happy 2019, Nepenthe!

## Letter from the President

“Happy New Year! Lots accomplished last year, and Nepenthe has a great year ahead. We all survived the “Great Leaf Drop” these past few weeks. Management, who meets every week with the Chair of the Grounds Committee and our landscape contractor, Coast, was finally able to get ahead of the leaf deluge. Thanks to Coast for providing two additional crews, at no charge, to clean up as much as possible before the Christmas weekend. In years past, Nepenthe has added additional crews, at Nepenthe’s expense, to deal with leaves. Each year, leaf season brings us new challenges. Nepenthe loves its trees, so this is just a minor price to pay.

Speaking of grounds, next week the first Grounds Remediation Project begins. Zone 7 will be the first for shrub/plant replacement and other work. Once zone 7 is completed, another zone will start. Coast will have a separate crew on site to perform this work. At last, Nepenthe is ready to begin tackling some remediation work that has built up over the past years.

The first Water Meter Forum will be underway on Saturday, January 5<sup>th</sup> at 10AM at the Clubhouse. If you don’t make it to this Forum, another is scheduled for January 15<sup>th</sup> from 7 to 9PM. Worth your time if you can attend.

*...Continued on Page 2*

# NEPENTHE NEWS

## Water Meters at Nepenthe



Wood Rogers, respected engineering professionals who are comprehensive in their approach to projects, has been contracted by the Board of Directors to do a complete analysis of the anticipated costs associated with water metering.

They have graciously scheduled two dates to be here with us for a forum to discuss and explain the changes that Nepenthe can expect to see after the installations of water meters take place. They will go over their analysis and help with any questions that residents might have.

Mark your calendars for the below dates. Your attendance is strongly recommended.

**Saturday, January 5th from 10:00am-12:00pm**  
**Tuesday, January 15th from 7:00pm-9:00pm**

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Finally, I would like to welcome Joan Haradon as Chair of the Finance Committee. She and the committee will be meeting monthly. Review of the Nepenthe Monthly Financial Statements will be a priority. In addition, the Finance Committee will be assisting the Board with a management audit of financial practices and standards the Board has instituted over the years. An outside audit firm familiar with homeowner associations will perform the work. While a review such as this is not necessary every year, it has been a long time since Nepenthe took a hard look at its financial practices. Nepenthe has matured over the years and needs to make sure procedures, policies, and practices comply with all State and generally accepted financial guidelines. Glad to have Joan and the Finance Committee as an integral part of this review. Well, until next month, keep enjoying all the benefits Nepenthe has to offer, including a dedicated Board.”

-Frank Loge, Board President



### Christmas Tree Pick Up

To sign up, drop by the office before January 6th (open 9am-1pm) with a check made out to Coast Landscape for \$5, per tree. On Sunday evening, January 6th, pull your tree out to the intersection of your alley and street like you do with any other green waste (Does not need to be bagged) and Coast will pick it up Monday Jan. 7th.

## Nepenthe Annual Elections

The Annual Election of the Nepenthe Board of Directors is approaching with the Annual Meeting to be held on **Wednesday, May 22nd**

This year three Director positions are up for election. If you are interested in running for a position on the Board, please contact the Nepenthe Office staff by e-mail ([nepenthe.hoa@fsresidential.com](mailto:nepenthe.hoa@fsresidential.com)) or by phone at (916) 929-8380, and your name will be forwarded to the Nominating Committee. Following is the timeline for the 2019 election.

### ELECTION SCHEDULE

**March 6th-** Board meeting – Slate of candidates’ names presented by Nominating Committee

**Wednesday, April 5** - Candidates’ statements and pictures due to Office (to be included in the April newsletter and Ballot packets mailed to homeowners)

**Tuesday, April 19** - Names of Self Nominated Board candidates due to Nepenthe Office

**Tuesday, April 19** - Election Committee mails Ballot packets, including statements and pictures, to homeowners (to be returned no later than May 19)

**Saturday, May 4th (10:00 a.m. – noon)** - **Candidates’ Forum** for Nepenthe homeowners

**Wednesday, May 22, 5:00 pm** - **Annual Membership Meeting and Election**

### Important Dates for January

- \* Nepenthe Cook Book Club (Dunbarton Cabana).....1/14 3:30pm-5:00pm
- \* Insurance, Safety and Legal Committee Meeting.....1/08 @ 5:00pm
- \* Architectural Review Committee Meeting.....1/08 @ 5:30pm
- \* Grounds Committee Meeting.....1/17 @ 3:00pm
- \* Finance Committee Meeting.....1/21 @4:00pm
- \* Outreach Committee Meeting.....1/22 @ 4:00pm
- \* Nepenthe Cook Book Club.....1/27 @ 1:00pm

### Did you know? Nepenthe has a Book Club!

If you are interested in attending the book club, come on in to the Clubhouse Library the second Monday of each month from 3:30pm-5:00pm for some good reads and great discussions!



# November Cash Flow Report

Sources / Uses	Operations	Reserves
<b>Beginning Balance 1/1/2018</b>	<b>\$256,783</b>	<b>\$6,219,844</b>
<b>Plus Income</b>	<b>\$3,330,787</b>	
Accounts Payable		
Pending Reserve Expense		
Reserve Investment Income		\$57,481
Contributions to Reserve		\$1,977,993
<b>Less Operating Expenses</b>	<b>(\$1,350,461)</b>	
Reserve Funding	<b>(\$1,977,993)</b>	
Reserve Expenditures		<b>(\$1,328,404)</b>
<b>Ending Balance 11/31/2018</b>	<b>\$259,116</b>	<b>\$6,926,914</b>

# November Budget Report

Actual year-to-date income of \$3,330,787 versus year-to-date budgeted income of \$3,214,651 produced a positive variance of \$116,136.

Actual year-to-date operating expenses and reserve contribution of \$3,328,454 versus year-to-date budgeted expenses of \$3,214,651 produced a negative variance of (\$113,803). The two combined variances produced a positive year-to-date variance of (\$2,333).

# Approved Architectural Modifications

The improvements listed were approved by the Board of Directors on

January 2nd, 2019

(Some applications may have partial approval or include conditions)

If you wish to make any exterior changes to your unit that are visible to the community, could impact drainage or interior changes that impact the roof, you must submit an architectural application for review and approval by the Architectural Committee and Board of Directors before starting any work.

Applications are due at the Nepenthe office by the Wednesday prior to the Architectural Committee Meeting.

The Architectural Committee will next meet on

**Tuesday January 8th, 2019 in the  
Clubhouse Lounge at 5:30pm**

Address	Application
712 Elmhurst Circle	Window Replacement
1350 Commons Drive	Security Camera Installation
901 Elmhurst Circle	Solar Tube w/ Night Light
714 Dunbarton Circle	Window Replacement
210 Elmhurst Circle	Window Installation



## Awarded Contracts

The following contracts were approved in the January Executive Session Board Meeting:

- 1) \$4,253.85 - Sacramento Valley Lockworks, re-key facility locks and develop new master key system.

# The Role of Management

“Happy New Year, Nepenthe! I am sending all of you warm wishes for a happy and prosperous 2019.

Many of you know that I have been the General Manager here since 2013. You’ve also seen other staff members serve here throughout the years, but you may not understand the management role in relationship to the association.

Nepenthe Association contracts with FirstService Residential for management services. FirstService Residential, a national leader in the field of community association management, was formerly known as Merit Property Management and has been Nepenthe’s contractor since January 2007.

FirstService Residential employs highly-qualified professional community managers and support staff for the communities they serve. Every Community Manager and General Manager must have their CMCA - Certified Manager of Community Association. This credential is earned through the Community Association Management International Certification Board and requires continuing education for renewal.

I think informed communities are good communities so I would like to share with you the role of management within the association. Management has two primary responsibilities: to carry out policies set by the Board and to manage the association's daily operations. Our overarching mission at FirstService Residential is to deliver exceptional service and solutions that enhance the value of every property and the lifestyle of every resident in the communities we manage.

Here are some important things for you to know:

- While I work closely with the Board, I am an advisor—not a member of the Board. My team and I do not set policy, we implement it. If you have a concern that is not related to management’s duties, please send a letter or e-mail directly to the directors - their contact information is on the back of every

newsletter.

- Although I work for the Board, I am certainly available to residents. If you need to see me, call or email and we’ll arrange a meeting. For routine maintenance requests, a call to the front desk is the best route. For concerns not related to the association, please call the correct outside authority- i.e. the City of Sacramento, the police, etc.
- The management team is always happy to answer questions, but reading the newsletter or checking the association website is something that we hope you will make a habit of. Additionally, from time to time the association is mandated by law to mail you certain communications. It is important for you to take the time to read these.
- I am responsible for monitoring contractors’ performance, but not for supervising their employees. Contractors are responsible for supervising their own personnel. If you have a problem with a contractor, notify me or Daniel or Sarah and if it cannot be resolved with the vendor we will forward your concerns to the Board. The Board will decide how to proceed under the terms of the contract.
- The team and I drive and walk the community regularly (usually daily), but even experienced managers can’t catch everything. Your help is essential. If you know about a potential maintenance issue, please report it to the front desk.

I hope this helps to clarify the different roles. If we were an expedition, the Board would decide our destination, the committees would scout the route ahead, the management team would provide the mode of transportation and the homeowners would buy the gas!”

- General Manager Bettisi Ledesma, CMCA



## Parking Pass Reminder

If you live on one of the private streets (Dunbarton Circle and Elmhurst Circle) please come into the Nepenthe office and pick up your new **2019**

Guest Day-Parking Passes. These day passes are good for the duration of the year. Simply give a pass to any guest that will be visiting and they can display in their rear-view mirror or on the dashboard, so that our security officers know they are a guest and not to issue a parking notice.

These passes are valid for day parking only until 10:00pm.

We also do have Contractor parking passes that last for 30-days. If you are having work done by your private contractor, they will need to display this pass if parking on the private streets.

Overnight guest Public street residents will still need to direct their guests to park on the public street, abiding by the City of Sacramento parking regulations. If you have any questions regarding the parking guidelines at Nepenthe please contact the Nepenthe office at

(916)929-8380.

### *Cookbook Club*

*The next meeting will be on Sunday, January 27, at 1:00 P.M. at the Dunbarton Cabana. Members will share dishes cooked at home from Milk Street recipes (cookbooks, website or magazine). New cooks are welcome! If you're interested in participating, please contact pathom33@mac.com.*



## **Pets of Nepenthe!**



This adorable little guy is Willie (Photo submitted by Janet Weeks)

He turned 17 this month! He has lived in Nepenthe his entire life and has many friends here, both human and canine. Happy Birthday Willie!

Show us your furry family!

In 2019's monthly Nepenthe News we want to feature pictures of the adorable Nepenthe pets you love. Submit your pictures to

[Sarah.Lowrey@fsresidential.com](mailto:Sarah.Lowrey@fsresidential.com)

and look for your pet each month. Include the name and a fun fact if you'd like! All pet pictures welcome; Dogs, cats, hamsters, reptiles, birds or whatever kind of pet you know and love. We want to see them!

## **Turkey Conference a Complete Bust**

Management attempted to host a round table conference in late November with the local Campus Commons turkeys. We're not sure if they intentionally snubbed us or if they are just poor readers, but none of them attended.

We wanted to remind them that it is rude of them to nest in trees directly over peoples' homes and patios. We also wanted to ask them to refuse food offered by residents as this directly violates their status as wildlife. We reminded them that the more they eat, the less they will forage which will allow their population to swell. As we know, a booming population leads to increased competition for resources. Competitive turkeys are not friendly turkeys!



Unfortunately, we were unable to tell them any of this since they all seemed to be in hiding around Thanksgiving week.

If **you** see the turkeys, please keep them wild by not feeding them. If they roost above your living spaces, make it uncomfortable for them- use the hose, or a soaker style water gun and use it regularly. If they are in your path, whether walking or driving, please continue to move forward confidently, but slowly. They won't move unless they have to- you need to set the expectation.

While this article is mostly tongue in cheek, it is important to note that they will be laying eggs soon and the turkey population will grow. Let's not treat them as pets, but rather, keep them wild as they are meant to be.

## **Grounds Update**

Happy New Year Nepenthe!

Since the start of Summer 2018, the Grounds Committee and Management has worked together to develop a “Plant Replacement Project”. We will be replacing failed plants with new plants, as well as adding some new plants in areas that are in need of enhancements. We are now ready to implement this project and begin plantings this month. After careful discussion between Management, Coast, and the Grounds Committee Co-chair, it has been agreed to start the new plantings in Zone 7 and work backwards to Zone 1.

Since Zones 1 and 2 are in need of irrigation improvements, Zone 7 makes a great starting place. This extra time gives Coast the ability to perform a thorough irrigation system check in Zones 1 and 2 before planting, and ensures that all new plantings will be supported properly by the irrigation systems.

**It is important to note** that the list of planting locations and path of travel have been agreed upon and solidified. Once the first rotation of plantings is complete, if you believe that there are additional planting needs in your area, please submit a Resident Request Form. Your request will be evaluated by the Grounds Committee and Management for possible future planting.

We anticipate the first work order for Zone 7 to be placed within the month of January. A

separate planting crew will be completing the installations under Juliana’s (Coast’s Account Manager) direction. We will be relying on Juliana’s expertise as a certified horticulturist to select the correct plants to replace the failed plantings. All of Coast’s plants will come with a one-year warranty. Because of this, we know that Juliana will be sure to choose plants with the best odds of thriving and they will also be



planted at the proper time to ensure success. This could also affect the timeline. How long the installations will take in each zone will also depend on the amount of plantings needed- obviously some zones will take longer than others. We will provide updates regularly so you will know what to expect via email blast and newsletter.

Please keep in mind that all of this is subject to change to best fit Nepenthe’s needs. If we decide after the first rotation that we

need to tweak a few things to ensure a smoother transition for the second time around, we will do so. The Grounds Committee Co-Chair Don Landsittel, Management, and Juliana will continue to meet weekly to discuss this process as well as our regular maintenance oversight.

Please let me know if you have any questions or concerns. Thank you.

- Daniel Devlin, Facilities Manager



Nepenthe Association  
1131 Commons Drive  
Sacramento, CA 95825

Phone: 916-929-8380  
Nepenthe.HOA@FSResidential.com

Office Hours:  
Monday–Friday 9:00 AM to 6:00 PM  
Saturday–Sunday (Winter) 9:00AM to 1:00 PM  
Saturday–Sunday (Summer) 12:00 PM to 4:00 PM

[www.NepentheHOA.com](http://www.NepentheHOA.com)

### Management Staff:

Bettsi Ledesma, General Manager, [bettsi.ledesma@fsresidential.com](mailto:bettsi.ledesma@fsresidential.com)

Sarah Lowrey, Assistant Community Manager, [sarah.lowrey@fsresidential.com](mailto:sarah.lowrey@fsresidential.com)

Daniel Devlin, Assistant Manager / Facilities Manager [Daniel.Devlin@fsresidential.com](mailto:Daniel.Devlin@fsresidential.com)

Nirmal Dhesi, Administrative Assistant, [Nirmal.Dhesi@fsresidential.com](mailto:Nirmal.Dhesi@fsresidential.com)

FirstService Residential Customer Care Center: 1-800-428-5588

### Other Important Contacts:

**Security Concerns?** Call the Nepenthe Office or the

After-Hours Customer Care Center at 1-800-428-5588

**Power Outage:** 1-888-456-SMUD

**Nepenthe Insurance Questions? Need a certificate? Call management 916-929-8380**

**City of Sacramento (garbage, recycling, city street parking enforcement, etc.): 3-1-1**

### Board of Directors:

Frank Loge, President, [fjloge@outlook.com](mailto:fjloge@outlook.com), 916-920-0752

Linda Cook, Vice President, [linda\\_cook@att.net](mailto:linda_cook@att.net), 916-847-8996

Steve Huffman, Secretary, [steve@huffmanstrategy.com](mailto:steve@huffmanstrategy.com), 916-214-4500

Christina George, Treasurer, [cjadot@comcast.net](mailto:cjadot@comcast.net), 916-921-2793

Jan Summers, Member at Large, [Summersj10@Yahoo.com](mailto:Summersj10@Yahoo.com), 916-927-5570

## Committees

**Board of Directors Open Session Meeting**  
**5:30pm in the Clubhouse on the**  
**1st Wednesday of every month.**

#### Committee Meetings:

Times, dates and locations of meetings can be found on the website at <http://nepenthehoa.com/event-calendar/> or on the bulletin board outside of the Clubhouse.

#### **Architectural Review Committee**

Chair: Jenny Smith

#### **Elections Committee**

Chair: Yvonne Del Biaggio

#### **Finance Committee**

Chair: Joan Haradon

#### **Grounds Committee**

Co-Chair: Don Landsittel

Co-Chair: Open

#### **Insurance, Legal and Safety Committee**

Chair: Nancy Arndorfer

#### **Outreach Committee**

Chair: Charles Schaffer

## Important Reminders

- ♦ **The monthly assessment amount is now \$501.00 as of 1/1/19. If you are signed up for reoccurring auto-pay through ClickPay the assessment amount WILL be adjusted, but if you are set up for auto bill-pay through your bank, you will need to access your third-party processing company account or bank to update the monthly assessment amount**

- ♦ **In the rainy season you may notice some drains clogged from the abundance of leaves and/or debris. If a clogged drain is observed in any alleyway, common area or private street (Dunbarton Cir and Elmhurst Cir) please report it to the office so that it may be cleared as soon as possible.**

If any clogged drain is located on one of the public streets (such as Colby Court, Adelphi Court, Vanderbilt way, Swarthmore Drive, Commons Drive, American River Drive, or University Ave) please do not hesitate to contact the City of Sacramento at 3-1-1 or report to the office so that we may contact the city.

Thank you!