

Nepenthe Homeowners Association



MERIT PROPERTY MANAGEMENT

October 2011

Winter Pool & Office Hours



Please be advised that the Dunbarton Pool will remain open for the next few weeks, weather permitting. Please look for more information regarding the pool closure dates near the end of October.

The New Fall/Winter Office hours will also be changing. Beginning October 15, 2011 the weekend office hours will be from 9:00 am—1:00 pm.

Please contact management with any questions.

916.929.8380

Merit is pleased to announce Sarah McCalla as the new Nepenthe General Manager. Sarah has recently relocated to Sacramento from Nevada and brings two years of association management experience. She has a bachelors degree from the University of Nevada Reno in Interior Design and Business and Communications, and is a current member of Community Associations Institute (CAI).

Upcoming Board Action Item

- **Reserve Study & 2012 Operating Budget** — The General & Private Reserve Studies and 2012 Operating Budget will soon be available for homeowner review in the Management Office and online. Please contact Management for availability.

www.meritconnect.com/NepentheAssociation

Insurance & Risk Management Session

Mark your calendars and join a forum on risk management and information session:

**November 12, 2011 at 09:00 a.m.
Nepenthe Clubhouse**

Topics will include a presentation by Ryan DeShong of Farmers Insurance Group on the *limits* of Nepenthe's Insurance protections of its members, *member responsibilities* for their property, and risk management.

Nepenthe welcomes Farmers Insurance Group as a Nepenthe partner in managing and minimizing damage claims and encourages all members to attend.

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Next Meeting

The next Board of Directors Meeting will be held:

**October 26, 2011
5:00 pm**

Homeowner comments and suggestions are welcome!

We Hope to see you there!

Nepenthe Homeowners Association

Community Updates

Paving Project

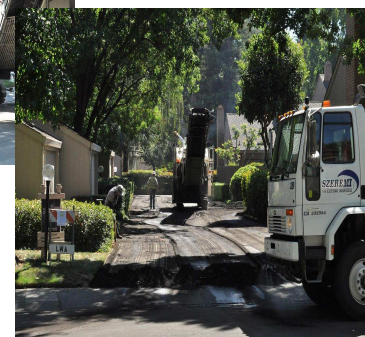
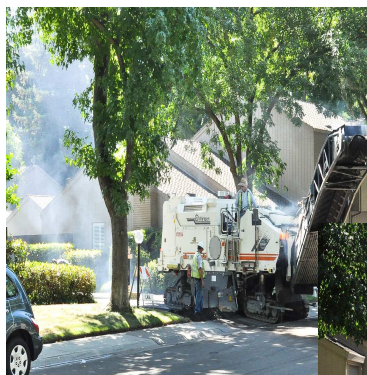
JB Bostick is nearing completion for the paving project within the community.

This project will continue in the Spring with the Seal Coat of all recently paved streets.

Paving work will then continue on a maintenance program by which all surfaces will be seal coated every 5 years and include minor crack fill and repairs.

All residents will be notified with a timeline which will reference the areas to be seal coated. It will include all necessary information needed during this time. This will be provided to all homeowners in efforts to alleviate some of the disturbances.

If you have any questions or concerns, please contact management or come to a Board of Directors Meeting.



Dunbarton Cabana Remodel

Room for Improvement (RFI) commenced construction to the interior of the Dunbarton Cabana the week of August 22nd. There are a few remaining projects to be completed before residents will be able to enjoy this newly updated space. The project is expected to be completed before the end of October.

If you are interested in reserving the Cabana for a special event, please contact management to check availability.

September 28, 2011 Board Action Items

- **Board Packages**— In order to achieve the goal of the Board to be transparent, redacted copies of the Board Package will now be available for homeowner review and will be sent with the agenda notices via email and copies will also be available in the Management Office 3 days prior to each Board of Directors meeting. You can also find Board Packages at : www.meritconnect.com/NepentheAssociation
- **Annual Tree Pruning & Removal**— The tree pruning and removal contract in the amount, not to exceed, \$89,560 has been approved. Per Nepenthe's policy, all trees to be removed will be posted, allowing time for homeowners to submit comments or complaints to Management.
- **Annual Insurance Policy Package**—The new insurance policy in the amount of \$102,907 has been approved, excluding the Flood Insurance Policy. The Flood Insurance premium is scheduled to be reviewed in the October Board of Directors Meeting.
- **Irrigation Backflow Insulation Blankets**— Backflow valve insulation blankets have been approved to prevent any weather damage or additional wear, in the amount not to exceed \$7,602.

Nepenthe Homeowners Association

Campus Commons Dog Walkers

Mark you calendar!

Our Annual Dogtail Party will be held on
Thursday, November 17,
from 6-8pm at the Campus Commons Clubhouse.

The theme this year is ***Denim to Diamonds***.
More details to follow.

Safety Tip

If a solicitor comes to your door, the Police Department recommends you call their non-emergency phone number:

916-264-5471

Give a description of the person and what they're selling. For instance, they may say they're selling magazines to earn a free trip. But if they're not legitimate, once you make a purchase from them they'll either have your checking account information (if you write a check) or your credit card information (if you charge the purchase).



Violation Process

The Purpose of a fine schedule is to encourage Nepenthe homeowners to address and resolve violations in a more timely manner. The effect of the Fine Schedule will be either a faster resolution of violations by homeowners, or compensation paid to the Association for failure to address these violations.

General Violations which do not require maintenance or repairs, such as an Owner playing music unreasonably loud so that it disturbs neighbors during late night hours, must follow a Violation Process. This process begins by the association either observing the violation or by confidential complaint, and then sends the homeowner a "Notice of Violation" letter, requesting that the Owner correct the violation immediately. If the Owner fails to timely correct the violation, the Association may send the Owner a "Notice of Board Hearing". The Hearing Meeting allows the homeowner to speak with the Board about the violation, allowing the Board to have all information before determining the violations next action.

After the Owners meets with the Board of Directors in a Hearing Meeting, the Board determines which action to take. These actions include closing the violation, imposing fines (up to \$100 per day), or determining other disciplinary actions as deemed adequate to the violation.

The Association may impose against the violating Homeowner a "Special Individual Assessment" for the costs that the Association might incur in its attempts to compel the homeowner to comply, or to remedy the violation.

It is the responsibility of all Owners and Residents to adhere to the rules. Owners are also solely responsible for the actions of their Tenants. The purpose of the violation policy and all other rules of the Association is to maintain and enhance the quality of life and value of the homes at Nepenthe.

Nepenthe Homeowners Association

Arborist Tree Report

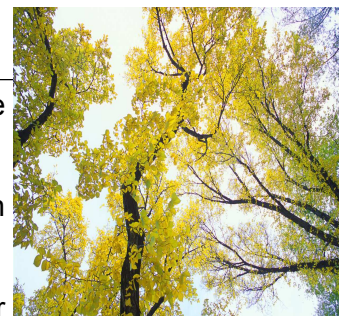
As a reminder, the Board of Directors is working with Valley Crest Tree Care Services.

Valley Crest has provided a tree survey for the Nepenthe Community in which all 2,216 trees have been inventoried, tagged and tracked by GPS.

Each tree has been indicated within the survey over a four (4) year period for its expectations.

The focus is aimed on the following key areas; Liability (dead trees, deadwood 2' and greater), and aesthetic improvements which will not only help in the trees appearance, it will preserve the trees and make them less prone to failure.

Properly maintained trees do not have the amount of problems during storms, summer heat and high winds as those trees left unattended.



Financial Update– August 2011

Assessment and Cash Summary					
	Monthly Assessment Budget	Current Month Assessment Received	Operating Cash Balance		
	\$238,905	\$212,429	\$111,521		
Operating Expense Summary					
	Monthly Budget	Current Month Expenses	Year to Date Budget	Year to Date Expenses	
	\$102,962	\$95,613	\$823,696	\$860,879	
Reserve Summary					
Monthly Contribution Budget	Current Month Contribution Actual	Current Month Expenses	Year To Date Contributions	Year To Date Expenses	Year To Date Balance
\$136,443	\$136,443	\$70,514	\$1,091,544	\$153,763	\$2,491,804

Nepenthe Homeowners Association

October 2011

SUN	MON	TUE	WED	THU	FRI	SAT
						1 Private Party 11:00-6:00
2 Private Party 10:00am- 2:00pm	3 Tai Chi 3:00pm	4 Yoga Classes 9:30am	5	6 Outreach Com- mittee 5:00 pm	7	8 Architectural Committee 9:30 am
9	10 Columbus Day Tai Chi 3pm	11 Yoga Classes 9:30am	12	13	14	15 Private Party 9:00am- 1:00pm
16	17 Tai Chi 3pm Finance Com- mittee 6:30 pm	18 Yoga Classes 9:30am Book Club 1:30pm Private Party 11:00-1:30pm	19	20 Grounds Com- mittee 4:00 pm	21	22 Private Party 8:30am- 3:30pm Private Party 4pm-12midnight
23	24 Tai Chi 3pm	25 Yoga Classes 9:30am	26 Board Meeting 5:00 pm	27	28	29
30	31 Halloween Tai Chi 3pm					

AT YOUR SERVICE

MERIT PROPERTY MANAGEMENT

Weekdays: 9:00a.m. – 6:00p.m.

Weekends: 12:00 Noon – 4:00p.m.

Winter Weekend Hours: 9:00a.m.—1:00p.m. (Effective October 15th)

Nepenthe Management Office: 916-929-8380

Community Manager:	Sarah McCalla	smccalla@meritpm.com
Associate Community Manager:	Shannon Enea	senea@meritpm.com
Maintenance:	Roger Work	

Merit Regional Office:	916-608-3068
Merit HOA Emergency Hotline:	888-596-4984 — Toll free 24 hours
Merit Billing:	800-428-5588 — Press 5 at bypass the message

Capital Private Patrol Service: 916-447-8500

Electrical Outages: 888-456-SMUD

Nepenthe Insurance: Farmers Insurance Group

General questions – Ryan DeShong 916-636-0115

Property and liability insurance requests – Ricio Leon 916-480-4134

Board Members:

(The Board meets at 5:00 p.m. on the 4th Wednesday of the month in the Clubhouse)

Otis Turner, President

otisturner@hotmail.com / 916-927-3575 / 1396 Commons Drive

Liza Tafoya, Vice President

elizabet.tafoya@sbcglobal.net

Richard Coombs, Secretary

rec1146@aol.com / 916-568-6100

William Vizzard, Treasurer

vizzardw@gmail.com / 916-923-9308

Judy Semerjian, Member-at-Large

Committee Chairs:

Architectural Review – Dave Digardi

Meets at 9:30 a.m. on the 2nd Saturday of the month in the Clubhouse

Elections – Yvonne Del Biaggio

Finance – Greg Crissman

Meets at 6:30 p.m. on the 3rd Monday of the month in the Clubhouse

Grounds – Ivan Gennis

Meets at 4:00 p.m. on the 2nd Thursday of the month in the Clubhouse

Insurance – Bill Newbill

Nominating/Outreach – Nicki Shearer

Meets at 5:00 p.m. on the 1st Thursday of the month in the Clubhouse

**NEPENTHE HOMEOWNERS ASSOCIATION
RESIDENT REQUEST FORM**

Please place all completed requests in the box located at the front door of the Clubhouse marked "Homeowner Requests" OR place them in the in box by the Office.

Date & Time Submitted to Management: _____

Resident Name: _____

Address: _____

How would you like to be contacted?

Email Address: _____

OR

Phone: _____

MAINTENANCE REQUESTS:

Please provide the following information. Management will contact you to confirm your request has been processed or ask for any additional information, if necessary, within 24 hours of receiving your request.

Location and description and problem:

Example: I have a bush located under the window on the right side of my front door, (if you are facing my front door), that is overgrown and blocking my view – please trim.

PARKING PASS REQUESTS:

Please provide the following information. Parking Pass requests will be processed the same day they are received. Management will contact you when your pass is ready to be picked up.

Vehicle Make, Model & License Plate #: _____

Duration of Stay - Start Date: _____ End Date: _____

Note: Parking passes are good for Elmhurst Circle and Dunbarton Circle and parking spots on University Avenue and Elmhurst Circle. Maximum time for a pass is 2 weeks. All other streets are public with a 2 hour limit during the day. Parking on public streets is enforced by the City of Sacramento. The City Enforcement Number is (916-808-8499).

Facility Rental Applications and Architectural Applications are located by Management Office front door.
