



Indian Summer HOA Board of Directors
Board of Directors Meeting – Third Monday of Each Month, 5:30pm
President, Gerald Hamilton
Vice President, Jeanne Johnson
Treasurer, Daniel Stanford
Secretary, Bill Moseley
Member At-large, Gordon Jackson

Meeting Date: July 15th, 2024

Meeting Time: 5:30 PM

Meeting Location: Embers @ ISGCC and Zoom

Agenda

- I. Call to Order – Meeting called to order at 5:30pm
- II. Roll Call –
 - a. Board: Gerald Hamilton, Daniel Stanford, Bill Moseley, Jeanne Johnson, Gordon Jackson
 - b. VIS: Anastasiya Levchuk, Nicole Eby
 - c. Homeowners: Please see attached sign in sheet
 - d. Zoom: Chuck McSwain
- III. Approval of the Agenda – **Motion 1st Daniel, 2nd Jeanne, All 5 in favor**
- IV. Approval of the Minutes
 - a. Board Meeting of June 17th, 2024 – **Motion 1st Daniel, 2nd Jeanne, All 5 in favor**
- V. Treasurer's Report – Please See the attached. Board Approval of treasurer's report.
Motion 1st Gordon, 2nd Bill, All 5 in favor
- VI. Homeowners Comments
 - a. Bert Bartleson – 6110 Troon
 - i. Made comments about why his wife and him chose Indian Summer for their beautiful aesthetics, gates for security, and maintained homes. Spoke about a roofing ARB Application that got approval. Homeowner's question to the Board was for cedar shake roofs and if they must completely reroof to maintain the roof.
 - ii. The board agreed they would discuss this in executive session and VIS would get back to the homeowner.
- VII. Committee Briefings
 - a. Ad-Hoc CC&R Rewrite Committee – Mike ishoaCCR@gmail.com
 1. Preparing to meet with John Burleigh
 - a. Meeting with John on how to proceed with RCW 64.90
 2. Started fine tuning input and revisions 10 days ago
 3. RCW 64.90 incorporated for change, so only needing to adjust one time
 4. Scott Roth -VIS – his message was about lots of legislative interest, substantial input about certain things to be worked out of RCWs, wait another legislative session to implement
 5. If certain changes are not urgent we should take a pause

6. Calling this Phase 1 of revisions
7. Possibly another year while waiting for legislation changes
8. Discussion about referencing 64.90 the way 64.38 is and that's why we have a lawyer assisting.
- b. Architectural Review Board – Linda – See attached report
- c. Communications - Kathie – See attached handout given at meeting
- d. Social Committee - Gordon
 - i. New homeowner meeting July 23rd in Fireside room
 1. Review Board actions
 2. Go through committee roles
 - ii. Picnic – Reservations are a must and final head count needed by August 2nd
- e. Finance Committee - Molly
 - i. Busy with the audit
 - ii. Finishing up tax return
- f. Maintenance Committee -Jeff – See attached report
- g. Nature Preserve - Cal
 - i. Trails are in great shape
 - ii. Requested evidence of bear
- h. Pet Committee - Nancy – See attached report
- i. Security Committee - Gerald
 - i. Good month with only 1 gate repair
 - ii. Trying to collect speed information
 - iii. Needs more members

VIII. Old Business (Action- Discussion/Information)

Discussion/Information

Action Items – N/A

IX. New Business (Action- Discussion/Information)

Discussion/Information

- a. Reserve Study Explanation-Part 2 – Molly Philopant
 - i. See attached handout
 1. Explained variances in life left and what has already been in motion how that effects the numbers

Action Items

- b. Appoint nomination committee chair (Jeanne Johnson)
 - i. **Motion 1st Daniel, Motion 2nd Bill, 5 in favor**
- c. Swale project (repair) total: \$13,143.06
 - i. Previously approved \$10,000 for project as part of 2024 reserve study
 - ii. Approve transfer of \$3,143.06 additional costs.
 1. **Motion 1st Gordon, Motion 2nd Bill, All 5 in favor**

X. Board Final Comments – N/A

XI. Executive Session – YES **Motion 1st Jeanne, 2nd Bill, All 5 in favor**

The Board of Directors may convene in closed executive session to consider matters involving possible violations of governing documents.

XII. Exit Executive session – Motions:

- a. Account *****1230 – Motion to waive ARB fine
 - i. **Motion 1st Jeanne, Motion 2nd Daniel, All 5 in favor**

- XIII. Adjournment – meeting adjourned at 7:32pm
- a. **Motion 1st Jeanne, 2nd Daniel, All 5 in favor**

Sign In Sheet

Date

7/15/2024

Name	Address	Do you wish to speak during homeowner comments?
		(Each owner will be limited to 2 minutes)
Mike Brauser	3810 Kinsale	
Mary Weiss	4302 Prestwick Ln	
Beet Baeteson	6110 Troon Ln SE	Yes
Molly Philopant	6643 Troon	
Melissa Watkins	4802 Prestwick Ln SE	
Col Hardy	6536 Tambony Ln SE	
Kathie Torquon	3903 Prestwick	
Nancy Watkins	6504 Troon	
Guy Grayson	6504 Troon Ln SE	
Catherine A. Webster	4524 Prestwick Ln SE	
Raenette Campbell	5823 Ashbourne Ln SE	no
Matthew C. Williams	3738 Kinsale Lane SE	

ISHOA – COMMENTS ON JUNE 30, 2024 AS OF JULY 12, 2024

Here are a few observations on the July 12th (updated for a few adjustments yet to be posted) version of the June 30, 2024 financial reports:

BUDGET COMPARISON REPORT:

1) G/L 400003 Management Special Projects includes (a) VIS staff was asked to attend meetings and prepare minutes for CC&R Rewrite Committee meetings and related Town Hall meetings. These charges (approximately \$2,200 thus far) were not anticipated in the 2024 Budget. (b) \$970 for starter house staffing by VIS are in this account; will be reclassified to another G/L account.

2) G/L #400055 Community Events expenses reflect charges from Indian Summer Golf & Country Club for the 2023 Holiday Party, and thus the G/L account is over budget as of June 30th. The Club was slow in sending an invoice for the event, then the invoice sent was incorrect (payment from another account credited to ISHOA); it took a few months to obtain a correct invoice.

3) G/L 401098 Landscaping – Irrigation Maintenance is over budget as of June 30 because some projects were completed earlier than anticipated when the 2024 budget was allocated to specific months. By year end overall maintenance expenditures expected to be within the approved 2024 budget.

4) G/L #401100 Landscape Contract for 2024 is more than budgeted (around \$4,400 for all of 2024). By year end overall maintenance expenditures expected to be within the approved 2024 budget.

5) The Operating Fund year-to-date net income is \$35,800 vs budget of (\$12,253). Several Operating Fund expense accounts appear to be under budget as of June 30, 2024. For most of these accounts, the issue is the way the 2024 budget was allocated among the 12 months.

6) Reserve Fund expenditures through June 30, 2024 total \$399,342:

- \$ 10,776 for concrete repairs
- \$388,566 for road repairs

Work on the Guard House project was completed in June; \$62,525 invoice was paid in early July.

7) Community Enhancement Fund expenditures through June 30, 2024 total \$45,656:

- \$ 7,837 for projects at the Historical Park
- \$23,921 for landscape projects at entrances
- \$ 3,541 for the City of Lacey grant project
- \$10,357 for power washing projects

BALANCE SHEET:

8) The Operating Fund Checking account balance was \$88,042 as of June 30, 2024. Additional \$50,000 held in the Operating Fund account at Rockefeller Capital Management. RCM purchased two \$25,000 certificates of deposit for 90 days with rates of 5.35% and 5.40%.

9) Reserve Funds (RCM investments and VIS checking accounts) total approximately \$1,245,300. As detailed above, \$388,500 was spent for significant road repairs.

10) The Community Enhancement Fund checking account balance was \$21,245 as of June 30, 2024. As detailed above, \$45,656 has been spent thus far on approved CEF projects.

11) Accounts Receivable more than doubled to \$3,446 because of 7 residents receiving fines for making changes not approved by the ARB.

MEETING MINUTES

ARCHITECTURAL REVIEW BOARD (ARB)

Date: July 9, 2024

Time: 10:30 AM

Meeting called to order by: Linda Kaszycki

IN ATTENDANCE

Linda K, Judy M, Jeanne Johnson (HOA Board Liaison)

REPORTS

- New applications received (14)
- Applications open pending final inspection (63)
- Applications received included requests for tree removal, gutters, decks, exterior paint, roof, general landscaping
- **New Business** – Update on new construction at 6522 Turnberry – homeowner is waiting for permits which are still pending with County

CCR Rewrite team requesting ARB input on suggested changes to CCRs – will review and submit ASAP

Reviewed projects pending final reviews

MEETING ADJOURNED AT 11:30 AM

NEXT MEETING

August 13, 2024



MAINTENANCE COMMITTEE BOARD REPORT

July 9, 2024

Committee members: (*unavailable for this meeting):

Jeff Gochenour, Chair/ Tim Johnson/ Bill Moseley /Ward Forrer /Dan Weiss/
*Susan McColley/Bill McClanahan/ Guy Grayson/ and *Gordon Jackson
(Committee Liaison)

CONTRACTED WORK:

Landscape Maintenance Contract (BM)

- * American Landscape Maintenance (ALS)
 - Continues monthly mowings, etc.
 - Preparing to prune
 - Has agreed to address sod the recently replaced at the front entrance later in the Fall.
 - Will replace the dead tree they recently removed with a like tree later in the Fall
 - 3rd Quarter Walk through being scheduled

Road Project (BM):

- * The repair phase (Phase 1) completed.
- * Punch list items and several homeowner identified repairs completed
- * Sealcoat phase (Phase 2) underway
- * Continue to struggle with weather and contractor equipment issues.
- * Now that weather has improved (although heat could be an issue) we expect the contractor to get equipment issues resolved and get into a cadence so it will go as smoothly as possible
- * The Road communication team met to establish guidelines for how and when we roll out communication. We expect that to lead to a better process.
- * Communication team focal assigned to address FB comments
- * Team is considering asking one of the more prolific FB contributor to volunteer to help with communication to improve process.

Irrigation Maintenance (WF):

- * Continuing to address minor issues and repairs

- * Adjusting schedule to address the heat and road Project.
- * The current issue is balancing the irrigation needs of turf with the need for dry streets during seal coating.
- * Continuing to document watering schedules and name controllers

Street Sweeping – 6 sweeps annually (TJ):

- * Last sweep was in May.
- * Next sweep TBD. It will coincide with the seal coat process.

Backflow Testing - 1 test annually (TJ)

- * Completed for 2024

Storm Drain Maintenance - 1 cleaning annually (BMc)

- * Catch basins work completed for 2024.
- * Contractor agreed to extend current contract for year 2025.

Retention/Storm Pond Maintenance - 3 mows annually (BMc)

- * 2nd herbicide and mowing being scheduled
- * Contractor advised they will be re-negotiating their contract in 2025, so we plan to bid services for 2025.
- * Team is working to obtain 2025 costs.
- * Phase 1 swale work to begin in early Fall. Board just approved additional required reserve funding.

Misc. Handyman Services – as needed (GG)

- * No pending work at this reporting

Fencing – as needed (JG/GG)

- * Repair estimate requested for fence section by Kinsale pond
- * Repair estimate requested for fence section behind homes on Wisely for Board.

Sidewalks – per long term plan (GG)

- * In 3rd year of 5-year plan (Power washing and Slab eplacements)
- * Slab replacement (concrete lift) underway at 3801 Kinsale
- * Resident concern (lift) being investigated on Ashbourne
- * All sidewalk slab replacements in work (reserve funded repairs)
- * No grinding in 2024
- * 2025 sidewalk long term plan being finalized. (5-year plan to include Power Washing, Lift Grinds and cracked Panel replacements)

- * 2025 Statement of work (SOW) and associated estimated costs being developed.

Gate Island Maintenance – as needed (SM)

- * Front tip of center Island completed
- * Other areas being assessed.

CEF PROJECTS:

ISHOA Community Enhancements (CEF) - (SM)

- * Most plantings completed
- * Maintenance of new plantings underway (fertilization, weeding, etc.)
- * Transition Park (TP) Planning began (TP = line of demarcation between NP and grassy area in front). Design (implementation ECD 2025 and on as budget allows).
- * Planning for removal of pampa Grass and heather at Rainier entrance underway
- * Planning and purchase of plant material underway for “Chamber Site

CEF ISHOA Power Washing - (GG)

- * All Power Wash (Yelm and Rainier front entrances and Troon Cubs and curb gutters) completed.
- * Hydrant meter removed by city of Olympia, waiting on final costs to closeout Project.

CEF Chambers Site - (SM/WF/JG)

- * Benches ordered. Delivery and installation scheduled for early August.
- * Installation Location being finalized.
- * Irrigation mods underway
- * Plant material being planned and ordered for Fall installation.

Lacey Neighborhood Grant – (SM/WF/JG)

- * Bench ordered. Delivery and installation scheduled for early August.
- * Installation Location being finalized.
- * Irrigation mods being planned
- * Plant material being planned and ordered for Fall installation.

MISC. PROJECTS:

- * **Gate lighting:** Looking into new lighting options, not happy with current low voltage tape lights. MC focal met with contractor to discuss options. Contractor to test options at his cost
- * **Annual HOA Maintenance Plans & Display Boards:** in work (All Maintenance Plans being completed. Story boards being planned.
- * **Working to identify and document long term maintenance plans**
- * **2025 Budget Process:** process underway with an ECD of Early August
- * **Damaged Curbing Ashbourne Alley:** Letter prepared with facts and costs sent to VIS to formally release to School District in an attempt to pursue insurance claim
- * **Storm Pond Signage:** Team named our Storm ponds named after Iconic NW mountains, i.e. “Mt Baker Storm Pond”. Signage being ordered and will be installed at ponds. In addition, ponds will be documented on our IS maps accordingly.
- * **Front Entrance Speed signage:** New 15mp signage ordered for front entrance. Existing 25mph sign will be replaced when above received

2024 PERFORMANCE TO BUDGET: *BELOW ARE 2024 AMOUNTS BASED ON INVOICES RECEIVED AS OF 7/09/2024.*

NOTE: Due to timing (our report is generated when we receive an invoice), these may not correspond exactly with VIS reporting (VIS reports when an invoice is paid). We have identified areas of concern and are working to manage costs. We don't expect any year end issues.

Maintenance Codes			Budget	Accumulated	Delta
400920		Electric	20,320.00	9,252.19	11,067.81
400910		Water	29,171.00	1,242.50	27,928.50
401000		General Maintenance	22,000.00	12,535.89	9,464.11
	401000	Dump Site Cleanup	11,500.00	8,376.75	3,123.25
	401000	HOA Mulch	11,723.00	12,176.70	-453.70
	401000	Aerate & Overseed	4,500.00	6,797.01	-2,297.01
401001		Street Sweeping	6,500.00	1,850.76	4,649.24
401098		IRRIGATION & REPAIRS	11,426.00	7,895.34	3,530.66
401100		Contracted Landscape Maint	83,932.00	51,604.15	32,327.85
401360		Catch basin Cleaning	8,000.00	7,693.47	306.53
401362		Storm Pond Maintenance	12,000.00	3,942.00	8,058.00

TOTAL Budget **221,072.00** **123,366.76**

GL Code	Charge to	CEF or Reserves		
401457	CEF Landscape Projects Pay from CEF Checking 101200	30,000.00	23,920.87	6,079.13
401450	CEF Historical Park Improvements Pay from CEF Checking 101200	8,500.00	7,836.58	663.42
401458	CEF lacey Grant Projects Pay from CEF Checking 101200	3,000.00	3,541.12	-541.12
401458	CEF Power Washing Pay from CEF Checking 101200	10,000.00	8,856.97	1,143.03



Indian Summer HOA Pet Committee

Indian Summer Pet Committee – 2024

1:30 p.m., July 8th - Report and Minutes

Attendees: Nancy Watkins, Linda Peckler, Janet Boselly, Missy Barrett, Doug Allen and Mary Weiss.

The committee discussed items that might be needed for the 2025 budget. Nancy will crunch some numbers and share with committee members for their review this month.

Nancy reported that the proposed CC&R update proposes allowing off-leash time at Chambers Park and will otherwise remain as is.

Policies for future Puppy Parties were discussed and all agreed to list under rules that all dogs attending must be current with all vaccinations and dogs must not be intact (un-neutered/spayed) after puppy time (approx. 6 mo. for females and 12 mo. for males).

- **The Summer Pet Picnic at Chambers Park is confirmed for Sunday, July 28th from 1pm – 4pm**
 - All homeowners will be invited with and without pets
 - BYO lunch and chairs
 - Encourage children accompanied by parents
 - Our special guest trainer will be Amanda Boyd, from Sidekick dog Training & Walking, recognized as one of Washington's top 3 trainers. She will provide information and demonstrations involving dogs
 - It was agreed that an honorarium of \$100 would be appropriate since she is coming from Gig Harbor – this will come out of the Waste Cans budget item, that will otherwise not be used.

The next meeting will be held at 1:30pm on Monday, August 5th in the Clubhouse Board Room.

Communications Committee Report

July 15th. 2024

This committee was heavily involved in the Road Project since my last report. Sawhorses with attached signs reminding residents their street would be closed for paving the next day were placed by 7AM every day, as well as additional signs and cones alerting anyone driving of current day blockages. Some sawhorses were damaged and a few cones went missing but all were eventually located, repaired and ready for re-use. Help from Dan Weiss and Nancy Watkins was appreciated as this process lengthen beyond the original schedule.

Unexpected notice of work cancellation came either day-of or late the day before which necessitated issuance of E-Blasts and SMS messages as well as house-to-house door knocking to be sure everyone was notified. The ISHOA website was consistently updated daily on the landing page as well as the weekly update with map on HotNews.

Additionally, the appearance of a black bear chasing coyotes on the 16th and 17th fairways occurred twice this month. After consulting with Indian Summer Golf Course manager, Kevin Meyers, we concurred that a statement should be issued advising everyone of the situation and that Washington Dept of Fish & Wildlife are aware. The SMS advisory that we sent out stated we should expect this behavior to occur for about 2 months as it is black bear mating season. It is not necessary to call WDFW. Residents especially should be observant of small children and pets, refrain from feeding their pets outdoors and to be sure that garbage cans are secured.

All in all, it has been a very busy month with a Lot of Work!!

Kathie Torgison, Chair

Indian Summer 2024 III

Number of Units : 477
Level of Service : Level III
Report Period : FY 2023-2024
Projection Period : 2024-2054

Current Status - January 1, 2024
Project Reserve Balance : \$1,517,790
Fully Funded Balance : \$1,480,332
Percent Funded : 103%

2023 Current Funding Plan

Monthly Contribution : \$10,450
Special Assessment : \$0

2024 Budget Recommendation

Recommended Plan : Full Funding
Monthly Contribution : \$11,600
Special Assessment : \$0

Summary Notes

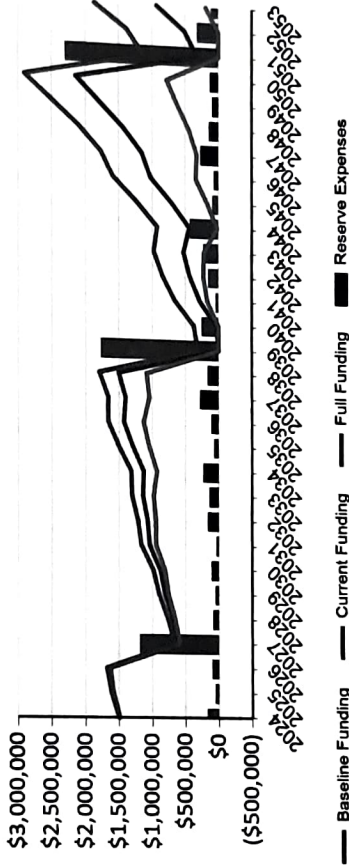
The Association will need to increase contributions by \$2.41 average per unit per month to get onto the path to becoming Fully Funded.

Key
FFB Fully Funded Balance or the value of the used portion of the component
RUL Remaining Useful Life or years before replacement

5 Year Reserve Fund Projections

Year	2024	2025	2026	2027	2028
Reserve Expenses	\$169,729	\$48,491	\$100,551	\$1,183,761	\$77,242
Annual Contributions	\$125,400	\$129,162	\$133,037	\$137,028	\$141,139
Special Assessment	\$0	\$0	\$0	\$0	\$0
CURRENT					
Ending Balance	\$1,487,569	\$1,583,277	\$1,631,255	\$589,682	\$659,409
Annual Contributions	\$126,672	\$133,006	\$139,656	\$146,639	\$153,971
Special Assessment	\$0	\$0	\$0	\$0	\$0
BASELINE					
Ending Balance	\$1,488,847	\$1,588,431	\$1,643,113	\$611,318	\$694,158
Annual Contributions	\$139,200	\$146,160	\$153,468	\$161,141	\$169,198
Special Assessment	\$0	\$0	\$0	\$0	\$0
FULL					
Ending Balance	\$1,501,438	\$1,614,367	\$1,683,190	\$666,370	\$765,063

Reserve Fund Ending Balance vs Reserve Expenses



Notes

CEDCORE

RS - OPS

Reserve Study One Page Summary

Top 10 Upcoming Projects

These projects are anticipated to be needed soon. Time to inspect, research, price and begin planning for these projects now. Update the reserve study as needed

Component	COST	RUL	Component	COST	RUL
Guard House: Remodel Project	\$59,200.00	0	Asphalt: Mill & Thin-Lay	\$1,010,000.00	3
Concrete: Sidewalk Repairs in progress	\$40,000.00	0	Fence: Metal, Replace, Phase 2	\$125,000.00	20
Asphalt: Maintenance Consulting	\$20,000.00	0	Fence: Chainlink, Replace, Phase 2	\$117,000.00	13
Asphalt: Repair	\$11,600.00	0	Fence: Chainlink, Replace, Phase 1	\$97,500.00	10
Concrete: Sidewalk Grinding	\$10,000.00	0	Fence: Chainlink, Replace, Phase 4	\$85,300.00	19
Bioswales in process	\$10,000.00	0	Fence: Metal, Replace, Phase 1	\$76,200.00	14
Asphalt: Crack Sealing NO	\$6,679.00	0	Fence: Chainlink, Replace, Phase 3	\$65,200.00	15
Benches: Refurbish - discussing	\$6,300.00	0	Guard House: Remodel Project complete	\$59,200.00	0
Mailbox Structure: Repair/Replace - discussing	\$5,950.00	0	RFID Readers: Replace	\$40,400.00	1
RFID Readers: Replace - discussing	\$40,400.00	1	Concrete: Sidewalk Repairs	\$40,000.00	0

Top 10 Components with the Biggest Impact

These components have the most impact on your Reserve Funding due to their high dollar value.

Component	COST	RUL
Asphalt: Mill & Thin-Lay	\$1,010,000.00	3
Fence: Metal, Replace, Phase 2	\$125,000.00	20
Fence: Chainlink, Replace, Phase 2	\$117,000.00	13
Fence: Chainlink, Replace, Phase 1	\$97,500.00	10
Fence: Chainlink, Replace, Phase 4	\$85,300.00	19
Fence: Metal, Replace, Phase 1	\$76,200.00	14
Fence: Chainlink, Replace, Phase 3	\$65,200.00	15
Guard House: Remodel Project	\$59,200.00	0
RFID Readers: Replace	\$40,400.00	1
Concrete: Sidewalk Repairs	\$40,000.00	0