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: August 19th, 2024
Meeting Time: 5:30 PM
Meeting Location: Embers @ ISGCC and Zoom

Agenda

I. Call to Order – Meeting called to order at 5:33pm

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: Jessica Burkholder, Frank Fahland

III. Approval of the Agenda – **Motion 1st Jeanne, 2nd Daniel, All 5 in favor**

IV. Approval of the Minutes
   a. Board Meeting of July 15th, 2024 – **Motion 1st Gordon, 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 N/A

VII. Committee Briefings
   a. Ad-Hoc CC&R Rewrite Committee – Mike ishoaCCR@gmail.com
      1. Met with John Burleigh mid-late July and settled on input and agreed on an Amended draft.
         a. Delivery of draft including 64.90 should go out in September.
         b. The Committee and John will then identify issues and come to the Board for endorsement before going to the Golf Course and then to the Homeowners.
         c. Negotiations with Golf Course scheduled for November/December
         d. In February/March implement legislative proposal, if 64.90 changes then we will send back to the homeowners.
         e. Another homeowner Townhall/Briefing around June/July
            i. Will be two chances for homeowner review of draft.
         f. Voting October 2025, after approved by the Board and sent to homeowners.
   b. Architectural Review Board – Jeanne
      i. As of July 31st- 178 Closed for 2024, 0 Pending.
      ii. Reminder to submit ARB before starting any project.

c. Communications - Melissa – See attached.
d. Social Committee - Gordon
    i. Looking for members to volunteer
    ii. Thank you to Molly for the Picnic
    iii. Garage Sale next weekend!
e. Finance Committee - Molly
    i. Committee positions needed.
        1. Need a chairperson for the committee.
        2. Events coordinator to be liaison with the Club.
    ii. 159 in an attendance at picnic
    iii. August 26th at 3-5pm Budget planning with committee chairs
    iv. September 10th at 2:30pm Semi-Annual meeting with Rockefeller to refocus on future adjustments.
f. Maintenance Committee -Bill – See attached report.
g. Nature Preserve - Cal
    i. Nothing to report.
h. Ad-Hoc Nominating Committee – Jeanne
    i. Met once with interested homeowners, no one confirmed to be running for Board yet.
i. Pet Committee - Nancy – See attached report.
j. Security Committee - Gerald
    i. Needs more members.

VIII. Old Business (Action- Discussion/Information)

Discussion/Information

Action Items – N/A

IX. New Business (Action- Discussion/Information)

Discussion/Information

Action Items

a. **Motion: Transfer of $25,000 from the reserve investment account at Rockefeller Capital Management to the Reserve Checking account with VIS.**
    i. **Motion 1st Daniel, 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. Adjournment – meeting adjourned at 7:04pm
a. **Motion 1st Gerald, 2nd Daniel, All 5 in favor**

Sign In Sheet

Date 8/19/2024

Name	Address	Do you wish to speak during homeowner comments? (Each owner will be limited to 2 minutes)
Molly Philopart	6643 Troon Ln	
Mike Brauser	3810 Kinsdale	
Lorraine Prace	4318 Prestwick	
Jeanne Wilson	4314 Prestwick	
Donna Selover	4310 " "	
Melisse Watkins	4602 Prestwick LN	
Cal Early	6536 Turnberry Ln SE	
Ruby Virling	6042 Troon Ln SE	

ISHOA – COMMENTS ON JULY 31, 2024 AS OF AUGUST 15, 2024

Here are a few observations on the August 15th version of the July 31, 2024 financial reports:

BUDGET COMPARISON REPORT:

1) Income accounts are on track. G/L #300200 Fines & Penalties now exceeds budget by $4,000, however, some of this has not yet been collected from homeowners; part of reason for increase in Accounts Receivable.

2) 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.

3) G/L 400452 Federal Income Tax includes both final tax payments for 2023 and estimated tax payments for 2024. This account has been difficult to budget, as taxes are basically a function of Reserve Fund investment interest and dividends, along with realized gains from sale of investments.

4) 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 July 31st. 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.

5) G/L 401098 Landscaping – Irrigation Maintenance is over budget as of July 31 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.

6) 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.

7) The Operating Fund year-to-date net income is $9,464 vs budget of ($7,753). Several Operating Fund expense accounts appear to be under budget as of July 31, 2024. For most of these accounts, the issue is the way the 2024 budget was allocated among the 12 months.

8) Reserve Fund expenditures through July 31, 2024 total $469,738:

• $ 10,776 for concrete repairs	• $388,566 for road repairs
• $ 7,872 for gate reserves	• $ 62,524 for guard house reserves

9) Community Enhancement Fund expenditures through July 31, 2024 total $45,656:

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

BALANCE SHEET:

10) The Operating Fund Checking account balance was $69,600 as of July 31, 2024. Additional $50,000 held in CDs at Rockefeller Capital Management. Once the CD proceeds are available in late August, $25,000 will be transferred back to the Operating Fund Checking; the rest will be re-invested for another month.

11) Reserve Funds (RCM investments and VIS checking accounts) total approximately $1,198,900. As detailed above, $388,566 was spent for significant road repairs; there are still invoices expected for the seal coating project.

12) The Community Enhancement Fund checking account balance was $21,245 as of July 31, 2024. As detailed above, $45,656 has been spent thus far on Board approved CEF projects.

13) Accounts Receivable increased again to $3,980; most of the recent increase related to residents receiving fines for making changes not approved by the ARB.

Indian Summer HOA
Budget Comparison Report

	7/1/2024 - 7/31/2024			1/1/2024 - 7/31/2024			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
OPERATING FUND							
Income							
300000 - Regular Assessment	$54,855.00	$54,855.00	$0.00	$383,985.00	$383,985.00	$0.00	$658,260.00
300200 - Fines and Penalties	$ (230.00)	$133.00	$ (363.00)	$4,985.00	$931.00	$4,054.00	$1,600.00
300300 - Late Fees	$233.31	$233.00	$0.31	$2,466.42	$1,631.00	$835.42	$2,800.00
300400 - Legal Fees (Passed on to Owners)	$394.20	$0.00	$394.20	$394.20	$0.00	$394.20	$0.00
300500 - Operating Interest Earned	$0.00	$0.00	$0.00	$0.00	$600.00	$ (600.00)	$1,200.00
300900 - Garage Sale Income	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,000.00
301100 - Miscellaneous Incomes	$273.70	$0.00	$273.70	$930.22	$0.00	$930.22	$0.00
301400 - Gate Key Fees - RFID	$868.00	$458.00	$410.00	$3,900.00	$3,206.00	$694.00	$5,500.00
Total Income	$56,394.21	$55,679.00	$715.21	$396,660.84	$390,353.00	$6,307.84	$671,360.00
Expense							
Administrative Expenses							
400000 - Association Management Fees	$4,487.70	$4,488.00	$ 0.30	$31,413.90	$31,416.00	$2.10	$53,852.00
400003 - Management Special Project	$0.00	$42.00	$ 42.00	$3,498.75	$294.00	$ (3,204.75)	$500.00
400050 - Administration	$0.00	$83.00	$ 83.00	$0.00	$581.00	$581.00	$1,000.00
400100 - Base Supply Fee - Excluding Postage	$420.00	$400.00	$ (20.00)	$2,940.00	$2,800.00	$ (140.00)	$4,800.00
400110 - Office Supplies	$0.00	$58.00	$58.00	$161.42	$406.00	$244.58	$700.00
400200 - Postage	$68.38	$167.00	$98.62	$498.58	$1,169.00	$670.42	$2,000.00
400300 - Mileage Costs	$52.50	$42.00	$ (10.50)	$489.52	$294.00	$ (195.52)	$500.00
400400 - Audit and Tax Return	$962.50	$0.00	$ (962.50)	$5,910.56	$7,600.00	$1,689.44	$7,600.00
400452 - Federal Income Tax	$11,568.00	$0.00	$ (11,568.00)	$11,613.47	$3,500.00	$ (8,113.47)	$7,000.00
400453 - Property Tax	$0.00	$0.00	$0.00	$2,106.33	$2,200.00	$93.67	$2,200.00
400500 - Legal - General	$33.00	$1,667.00	$1,634.00	$4,979.50	$11,669.00	$6,689.50	$20,000.00
400700 - Insurance	$0.00	$0.00	$0.00	$11,397.00	$16,000.00	$4,603.00	$16,000.00
400800 - Licenses and Permits	$61.05	$0.00	$ (61.05)	$61.05	$0.00	$ (61.05)	$0.00
400812 - Compliance Vacant Lot Mowing	$394.20	$0.00	$ (394.20)	$1,050.72	$0.00	$ (1,050.72)	$0.00
401500 - Reserve Study related Expenses	$0.00	$0.00	$0.00	$0.00	$1,050.00	$1,050.00	$1,050.00
401600 - Miscellaneous Expense	$300.00	$288.00	$ (12.00)	$460.97	$2,016.00	$1,555.03	$3,450.00
401700 - Bad Debt/Write-offs	$80.00	$63.00	$ (17.00)	$255.00	$441.00	$186.00	$750.00
401750 - Admin Contingency	$0.00	$833.00	$833.00	$0.00	$5,831.00	$5,831.00	$10,000.00
401755 - Board Education & Training	$325.60	$0.00	$ (325.60)	$460.60	$0.00	$ (460.60)	$0.00
402100 - Meeting Expenses	$0.00	$250.00	$250.00	$617.78	$1,750.00	$1,132.22	$3,000.00
403004 - RFID's	$4,644.14	$458.00	$ (4,186.14)	$5,709.68	$3,206.00	$ (2,503.68)	$5,500.00
Total Administrative Expenses	$23,397.07	$8,839.00	$ (14,558.07)	$83,624.83	$92,223.00	$8,598.17	$139,902.00

Indian Summer HOA
Budget Comparison Report

	7/1/2024 - 7/31/2024			1/1/2024 - 7/31/2024			
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Annual Budget**
ARB							
400655 - Engineering Reviews	$0.00	$167.00	$167.00	$ (500.00)	$1,169.00	$1,669.00	$2,000.00
Total ARB	$0.00	$167.00	$167.00	$ (500.00)	$1,169.00	$1,669.00	$2,000.00
Communications							
400060 - Communications - Other	$0.00	$12.00	$12.00	$118.36	$84.00	$ (34.36)	$150.00
400070 - Communications - Print	$0.00	$17.00	$17.00	$0.00	$119.00	$119.00	$200.00
400072 - Comm Consultation Fees	$0.00	$42.00	$42.00	$0.00	$294.00	$294.00	$500.00
400975 - Website Service	$192.00	$83.00	$ (109.00)	$192.00	$581.00	$389.00	$1,000.00
Total Communications	$192.00	$154.00	$ (38.00)	$310.36	$1,078.00	$767.64	$1,850.00
Community							
400055 - Community Events	$0.00	$0.00	$0.00	$2,326.89	$170.00	$ (2,156.89)	$8,930.00
401602 - Garage Sale Expense	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,000.00
Total Community	$0.00	$0.00	$0.00	$2,326.89	$170.00	$ (2,156.89)	$10,930.00
Nature Preserve							
401007 - Equipment Maintenance	$0.00	$0.00	$0.00	$0.00	$200.00	$200.00	$200.00
401027 - Signage	$0.00	$0.00	$0.00	$0.00	$100.00	$100.00	$100.00
401590 - Miscellaneous Supplies	$0.00	$0.00	$0.00	$69.84	$100.00	$30.16	$100.00
403102 - Repairs-Minor	$0.00	$0.00	$0.00	$0.00	$100.00	$100.00	$100.00
Total Nature Preserve	$0.00	$0.00	$0.00	$69.84	$500.00	$430.16	$500.00
Pet Committee							
400935 - Pets - Waste Bags	$0.00	$0.00	$0.00	$468.13	$500.00	$31.87	$700.00
400937 - Pets - Waste Cans	$0.00	$0.00	$0.00	$103.79	$250.00	$146.21	$250.00
400938 - Pets - Waste Disposal Vendor	$356.10	$182.00	$ (174.10)	$1,545.29	$1,274.00	$ (271.29)	$2,180.00
400939 - Pets - Newsletter	$100.76	$0.00	$ (100.76)	$100.76	$180.00	$79.24	$360.00
Total Pet Committee	$456.86	$182.00	$ (274.86)	$2,217.97	$2,204.00	$ (13.97)	$3,490.00

Indian Summer HOA

Budget Comparison Report

	7/1/2024 - 7/31/2024			1/1/2024 - 7/31/2024			
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Annual Budget**
<u>Professional Expenses</u>							
400001 - Accounting Services / Fees	$500.00	$500.00	$0.00	$3,500.00	$3,500.00	$0.00	$6,000.00
Total Professional Expenses	$500.00	$500.00	$0.00	$3,500.00	$3,500.00	$0.00	$6,000.00
<u>Reserve Transfer</u>							
401400 - Reserve Contributions	$11,600.00	$11,600.00	$0.00	$81,200.00	$81,200.00	$0.00	$139,200.00
Total Reserve and Extraordinary Expenses	$11,600.00	$11,600.00	$0.00	$81,200.00	$81,200.00	$0.00	$139,200.00
<u>Routine Maintenance</u>							
400910 - Water	$2,521.26	$2,300.00	$ (221.26)	$7,612.64	$5,900.00	$ (1,712.64)	$29,171.00
400920 - Electricity	$2,861.60	$1,693.00	$ (1,168.60)	$12,113.79	$11,851.00	$ (262.79)	$20,320.00
401000 - Maintenance - General/Common Areas	$1,983.97	$1,833.00	$ (150.97)	$41,120.80	$40,554.00	$ (566.80)	$49,723.00
401001 - Street Sweeping	$0.00	$1,083.00	$1,083.00	$1,850.76	$3,249.00	$1,398.24	$6,500.00
401098 - Landscaping-Irrigation Maintenance	$4,088.54	$2,285.00	$ (1,803.54)	$11,501.20	$6,855.00	$ (4,646.20)	$11,426.00
401100 - Landscaping (Contract)	$7,377.79	$6,994.00	$ (383.79)	$51,604.15	$48,958.00	$ (2,646.15)	$83,932.00
401360 - Catch Basin Cleaning	$0.00	$0.00	$0.00	$7,693.47	$8,000.00	$306.53	$8,000.00
401362 - Storm Pond Maintenance	$0.00	$0.00	$0.00	$3,942.00	$4,000.00	$58.00	$12,000.00
Total Routine Maintenance	$18,833.16	$16,188.00	$ (2,645.16)	$137,438.81	$129,367.00	$ (8,071.81)	$221,072.00
<u>Security</u>							
400610 - Traffic Management Project	$0.00	$250.00	$250.00	$0.00	$1,750.00	$1,750.00	$3,000.00
400995 - Camera Maintenance	$0.00	$250.00	$250.00	$585.83	$1,750.00	$1,164.17	$3,000.00
400996 - Cameras - New location	$0.00	$625.00	$625.00	$0.00	$4,375.00	$4,375.00	$7,500.00
401022 - Gate Service/Repair	$813.70	$1,667.00	$853.30	$8,238.14	$11,669.00	$3,430.86	$20,000.00
401023 - Gate - Cellgate Subscription	$2,032.98	$2,037.00	$4.02	$6,098.94	$6,111.00	$12.06	$8,150.00
401024 - Gate - Emergency Access Project	$0.00	$250.00	$250.00	$0.00	$1,750.00	$1,750.00	$3,000.00
401025 - Guardian Gate P/M Contract	$1,557.25	$379.00	$ (1,178.25)	$4,210.22	$2,653.00	$ (1,557.22)	$4,550.00
401599 - Miscellaneous Projects	$204.78	$208.00	$3.22	$1,106.29	$1,456.00	$349.71	$2,500.00
402400 - ADT Alarm for Guardhouse	$0.00	$63.00	$63.00	$0.00	$441.00	$441.00	$750.00
402410 - Security Contract (Guard)	$7,249.64	$7,403.00	$153.36	$54,103.76	$51,821.00	$ (2,282.76)	$88,835.00
402430 - Security Utility	$381.04	$417.00	$35.96	$2,665.40	$2,919.00	$253.60	$5,000.00
Total Security	$12,239.39	$13,549.00	$1,309.61	$77,008.58	$86,695.00	$9,686.42	$146,285.00
Total Expense	$67,218.48	$51,179.00	$ (16,039.48)	$387,197.28	$398,106.00	$10,908.72	$671,229.00
Operating Fund Net Income (Loss)	$ (10,824.27)	$ 4,500.00	$ (15,324.27)	$ 9,463.56	$ (7,753.00)	$17,216.56	$ 131.00

Indian Summer HOA
Budget Comparison Report

	7/1/2024 - 7/31/2024			1/1/2024 - 7/31/2024			
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Annual Budget**
RESERVE FUND:							
Reserve Income							
310002 - Reserve Contribution Revenue	$11,600.00	$10,450.00	$1,150.00	$81,200.00	$73,150.00	$8,050.00	$125,400.00
310003 - Reserve Interest Income	$108.42	$0.00	$108.42	$311.56	$0.00	$311.56	$0.00
310006 - Investment Income - RCM	$2,692.33	$0.00	$2,692.33	$29,926.45	$0.00	$29,926.45	$0.00
Total Income	$14,400.75	$10,450.00	$3,950.75	$111,438.01	$73,150.00	$38,288.01	$125,400.00
Reserve Expense							
405000 - Concrete Repair	$0.00	$0.00	$0.00	$10,775.90	$0.00	$ (10,775.90)	$0.00
406004 - Gate Reserves	$7,871.93	$0.00	$ (7,871.93)	$7,871.93	$0.00	$ (7,871.93)	$0.00
406005 - Asphalt Reserve	$0.00	$0.00	$0.00	$388,566.26	$0.00	$ (388,566.26)	$0.00
406008 - Guard House Reserves	$62,524.50	$0.00	$ (62,524.50)	$62,524.50	$0.00	$ (62,524.50)	$0.00
Total Reserve Expense	$70,396.43	$0.00	$ (70,396.43)	$469,738.59	$0.00	$ (469,738.59)	$0.00
Reserve Fund Net Income (Loss)	$ (55,995.68)	$10,450.00	$ (66,445.68)	$ (358,300.58)	$73,150.00	$ (431,450.58)	$125,400.00
Community Enhancement Fund							
401450 - CEF Historical Park Improvements	$0.00	$0.00	$0.00	$7,836.58	$0.00	$ (7,836.58)	$0.00
401457 - CEF Landscape Projects	$0.00	$0.00	$0.00	$23,920.87	$0.00	$ (23,920.87)	$0.00
401458 - CEF Lacey Grant Projects	$0.00	$0.00	$0.00	$3,541.12	$0.00	$ (3,541.12)	$0.00
401459 - CEF Power washing projects	$0.00	$0.00	$0.00	$10,356.97	$0.00	$ (10,356.97)	$0.00
Total Community Enhancement Fund	$0.00	$0.00	$0.00	$45,655.54	$0.00	$ (45,655.54)	$0.00

Indian Summer HOA
Balance Sheet
7/31/2024

Assets		
Accounts Receivable		
102000 - Accounts Receivable	$3,980.82	
Accounts Receivable Total	$3,980.82	
Operating Funds		
100100 - Operating Bank Acct	$69,653.50	
100120 - Operating Rockefeller CM Savings	$50,100.31	
100200 - Petty Cash	$4,398.16	
101200 - CEF	$21,245.07	
Operating Funds Total	$145,397.04	
Reserve Funds		
100165 - Reserves - Rockefeller CM Investment Account	$946,240.26	
101000 - Reserve Bank Acct	$252,652.13	
Reserve Funds Total	$1,198,892.39	
Assets Total		$1,348,270.25
Liabilities and Equity		
Accounts Payable		
250000 - Accounts Payable	$11,427.48	
Accounts Payable Total	$11,427.48	
Association		
250100 - Prepaid Income	$55,807.33	
Association Total	$55,807.33	
Management		
249997 - VIS SCP Admin Fees	($125.00)	
Management Total	($125.00)	
Net Worth		
600200 - Prior Year Adjustments - Operating Fund	($16,191.54)	
Net Worth Total	($16,191.54)	
Other		
600410 - RCM MV Adjust Acct	$49,881.03	
Other Total	$49,881.03	
Retained Earnings	$1,641,963.51	
Net Income	($394,492.56)	
Liabilities & Equity Total		$1,348,270.25

Communications Committee Report

August 2024

Communications remained continuously busy with the Road Project throughout the month of July and into August. A wrap-up meeting in early August provided the forum needed to submit "lessons learned" so that others will have some guidelines to follow when large projects like this occur in the future. The Maintenance Committee is in the process of collating input from stakeholders to complete this document. Throughout the project many residents stated their appreciation for the effort to keep everyone informed via signs, test messages, personal porch visits, and E-blasts, albeit a mammoth task that was often complicated by last-minute changes by the paving company.

The SMS enrollment has increased to 240 phone numbers and is anticipated to increase through the end of 2024. As noted previously, the generosity of 1 resident has paid the bill for this service through September 30th, at which point the cost will be borne by the Communications budget. As enrollment increases, the phone company's fees increase proportionally and will require a more robust budgeting. Response from residents is overwhelmingly positive with this new, easy, and fast way of communication. Thank you Melissa Watkins for initiating and paying for our first 5 months!

Committee member Mary Weiss hosted a New Resident's meeting July 23rd in the Clubhouse Fireside Room, which was attended by 24 new owners. Invitations were sent to 31 addresses. Two Board members were present and 7 committee chairs made presentations. There was time for Q&A as well as socialization at the end.

A thank you to the Maintenance Committee for installing holders in the ground at each gate island for the placement of Communication signs. This will be especially useful during the winter when the ground is frozen.

Respectfully submitted,

Kathie Torgison, Communications Chair

MAINTENANCE COMMITTEE BOARD REPORT

August 13, 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.
  - 3rd Quarter Walk completed

Road Project (BM):

- Final invoice received
- Final Invoice being held until they complete the final paint striping at the front entrance and pick up their barricade posts

Irrigation Maintenance (WF):

- Working with contractor to remove any vegetation around heads

Street Sweeping – 6 sweeps annually (TJ):

- Sweep completed in May.
- Assessing need after road Project
- Next sweep TBD.

Backflow Testing - 1 test annually (TJ)

- Completed for 2024

Storm Drain Maintenance - 1 cleaning annually (BMc)

- Catch basins work completed for 2024.
- The contractor agreed to extend current contract for year 2025.

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

- 2nd herbicide and mowing completed (pending invoice)

* We received 2025 bid and have determined it to be fair and reasonable and included the cost in the 2025 budget

Misc. Handyman Services – as needed (GG)

* Shed cleaning and signage installation being assessed now

Fencing – as needed (JG/GG)

* Minor repairs completed at the Kinsale pond.

Sidewalks – per long term plan (GG)

* Slab replacement (concrete lift) COMPLETED at 3801 Kinsale
* Assessing concrete repairs on Turnberry now with plans to repair in 2024

Gate Island Maintenance – as needed (SM)

* Front tip of center Island and gate Islands completed
* Maintenance of new plantings and gate Islands underway (fertilization, weeding, etc.)

CEF PROJECTS:

ISHOA Community Enhancements (CEF) - (SM)

* 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
* Anticipate work will be completed under budget

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, Work completed under budget

CEF Chambers Site - (SM/WF/JG)

* Benches ordered. Delivery and installation scheduled for late August.
* Installation Location finalized.
* Irrigation mods TBD

* Plant material being planned and ordered for Fall installation.
* Funding secures. Anticipate work will be completed under budget

Lacey Neighborhood Grant – (SM/WF/JG)

* Bench ordered. Delivery and installation scheduled for late August.
* Installation Location finalized.
* Irrigation mods being planned
* Plant material being planned and ordered for Fall installation.
* Looking into option for crushed granite to be installed around bench and tall planters to frame bench
* Anticipate work will be completed under budget
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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 late August
* **Storm Pond Signage:** Team named our Storm ponds named after Iconic NW mountains, i.e. “Mt Baker Storm Pond”. Signage completed and installed.
* **Front Entrance Speed signage:** New 15mp signage (2 signs) installed at front entrance.
* **Towing signage:** Assessing best location for new towing signage to facilitate legal requirements to tow cars. Once determined signage will be installed

NOTE: We are assessing our 2024 budget and plan to do emergent work only until we can assess our performance to budget

2024 PERFORMANCE TO BUDGET: *BELOW ARE **2024** AMOUNTS BASED ON INVOICES RECEIVED AS OF 8/13/2024.*

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	10,797.59	9,522.41
400910		Water	29,171.00	7,612.64	21,558.36
401000		General Maintenance	22,000.00	13,748.60	8,251.40
	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	11,501.20	-75.20
401100		Contracted Landscape Maint	83,932.00	58,981.94	24,950.06
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	143,478.66	

GL Code	Charge to	CEF or Reserves		
401457	CEF Landscape Projects Pay from CEF Checking 101200	30,000.00	24,659.10	5,340.90
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	5,250.00	3,541.12	1,708.88
401459	CEF Power Washing Pay from CEF Checking 101200	10,000.00	8,920.99	1,079.01

Indian Summer HOA
Pet Committee

Indian Summer Pet Committee – 2024

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

Attendees: Nancy Watkins, Linda Peckler, Janet Boselly, Doug Allen, Tom Hoeman, Maggie Hawkinson and Mary Weiss.

Nancy reported that the following proposed budget for 2025 was forwarded to the Finance committee with a projected 4% increase.

- Pet Waste Bags - $500
- Miscellaneous - $200 – Event speaker and incidentals
- Waste Disposal Vendor – $2,448 – Oct.- May biweekly Jun.-Sept. weekly pick up service
- Pet Notices - $350

A recap of the July 28 Picnic in the Park for Dog Lovers included 25 dogs and approximately 55 people attending. Two hours of dog training, Q&A, obstacle course. Plans for another event next year with a special speaker are underway.

Nancy provided a tour of the Pet Committee's account with Constant Contact on her ipad.

Linda Peckler will be the Pet Committee's "Host" at Puppy Parties during August and Maggie Hawkinson will be Host during September.

There being no further business, the meeting was adjourned.