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: October 21st, 2024
Meeting Time: 2:00 PM
Meeting Location: Embers @ ISGCC and Zoom

Agenda

I. Call to Order – Meeting called to order at 1:58pm

II. Roll Call
  a. Board: Gerald Hamilton, Daniel Stanford, Jeanne Johnson
  b. VIS: Nicole Eby, Bella Stupina
  c. Homeowners: Please see attached sign-in sheet
    i. Zoom: Myrna Lee, Stephanie
  d. Excused absences: Bill Mosely, Gordon Jackson

III. Approval of the Agenda – **Motion 1st Daniel, 2nd Jeanne, All 3 in favor**

IV. Approval of the Minutes
  a. Board Meeting of September 16th, 2024 – **Motion 1st Jeanne, 2nd Daniel, All 3 in favor**

V. Treasurer's Report – Please see the attached. Board Approval of treasurer's report.
Motion 1st Jeanne, 2nd Daniel, All 3 in favor

VI. Homeowners Comments
  a. Guy Grayson
    i. Impartial observers for ballot counting
      1. Wants final votes for all nominees
    ii. How is the Board approaching the Tenby fence issue?
      1. This has been addressed in Executive session several times, and we can't disclose personal information at this time. No public comment.
  b. Lauren West
    i. CC&R rewrite questions on timelines – Mike gave his committee review to answer this question

VII. Committee Briefings
  a. Ad-Hoc CC&R Rewrite Committee – Mike ishoaCCR@gmail.com
    i. It is now up to the Board to accept moving forward with the negotiations
    ii. Proposed changes to two key provisions:
      1. 3.03.07b Setback Easement – Propose moving the original 30ft moved to a 10ft setback or abolish the rule to accommodate course landscaping maintenance. Fences and outbuildings will be left as they are. Landscaping changes are to be approved by the ARB Committee
      2. 3.03.07c Entry by Golfers – Propose to abolish the current rule as it is a security concern for homeowners

        iii. A layout of the key points and proposed changes to provisions will be available to the community when completed by the CC&R Committee
        iv. Working on a training package for future Board members in the Bylaws and CC&Rs
        v. The Board is now working alongside the Committee
    b. Architectural Review Board – Linda – See attached
    c. Communications – Kathie – See attached
    d. Social Committee - Molly
        i. Looking for members to volunteer
        ii. A new Board liaison needs to get a committee going
        iii. Molly will not be available after the holidays
    e. Finance Committee – Molly – See attached
        i. $7500 for an emergency water leak to the Guard House
        ii. Assets invested RCW 64.90 – changes being made
    f. Maintenance Committee - Jeff – See attached
    g. Nature Preserve - Cal – See attached
    h. Ad-Hoc Nominating Committee – Jeanne
        i. VIS to send an Eblast regarding nominations that ballots and proxies will be available at the Guard House with envelopes. SMS from ISHOA will also be sent out with the same information
    i. Pet Committee – Nancy
        i. Meeting November 4th to review policy
        ii. To draft a brochure and send to new homeowners regarding pet behavior and being a good neighbor
    j. Security Committee - Gerald
        i. Continuing to look to work on the gates and camera security

VIII. Old Business (Action- Discussion/Information)

Discussion/Information – N/A

Action Items – N/A

IX. New Business (Action- Discussion/Information)

Discussion/Information

Action Items

- Board Approval of 2025 Reserve Study- Daniel (see attached) - **Motion 1st Jeanne, 2nd Daniel, All 3 in favor**
- Board Approval of final 2025 Operating Fund Budget – Jeanne (see attached)- **Motion 1st Jeanne, 2nd Daniel, All 3 in favor**
- Maintenance request - Ashdown Parcel Tree Risk – Jeanne – **Motion 1st Jeanne, 2nd Daniel, All 3 in favor**
- Fees & Fine Schedule Update - Jeanne (see attached)– **Motion 1st Jeanne, 2nd Daniel, All 3 in favor**
- Approve Rich O'Connell to the Maintenance Committee – Jeanne - **Motion 1st Jeanne, 2nd Daniel, All 3 in favor**

X. Board Final Comments
    a. Gerald thanks Jeanne and Daniel for their hard work and dedication to all the residents of Indian Summer during their time on the Board
    b. This is the last formal Board meeting of Gerald, Jeanne, and Daniel together before the elections take place at the Budget & Annual Meeting in November
    c. The Board wishes well to the next Board of Directors as it takes a lot of work and commitment

XI. Executive Session – YES **Motion 1st Jeanne, 2nd Daniel, All 3 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 3:20pm
  a. **Motion 1st Gerald, 2nd Daniel, All 3 in favor**

Sign In Sheet

Date 10/21/2024

Name	Address	Do you wish to speak during homeowner comments? (Each owner will be limited to 2 minutes)
Jeff + Linda Gochenaur	3914 Prestwick	
Mary Anne Lindeblad	3924 Berwick Lane SE	
Kathie Torgeson	3903 Prestwick	
Mike Brauser	3810 Kinsale	
Molly Philopant	6643 Troon	
Janet Charles	4123 Stonehaven Ln	
Jim Stiles		
Guy Grayson	6504 Troon	
Nancy Watkins	" "	
Mary Weiss	4302 Prestwick Ln SE	
Lauren West	3912 St. George	Yes

ISHOA – COMMENTS ON SEPTEMBER 30, 2024 AS OF OCTOBER 17, 2024

Observations on the October 17th version of the September 30, 2024 financial reports include the following:

BUDGET COMPARISON REPORT:

1) Operating Fund Revenue accounts are on track. G/L #300200 Fines & Penalties exceeds budget by $4,600, however, some of this has not yet been collected from homeowners (included in Accounts Receivable balance).

2) 2024 expenses related to the CC&R rewrite project were transferred to separate accounts and have been budgeted separately in 2025. The 2024 budget for Legal – General includes funds for this project.

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. Realized investment income was $30,500 in 2022, $49,800 in 2023, and $36,500 for nine months of 2024 (remainder of 2024 will be impacted by Reserve Fund investment withdrawals related to road repairs).

4) Emergency repairs were needed in September to deal with a leak in the water line to the Guard House. These unexpected, unbudgeted expenses were isolated in a separate account and are covered from a budget standpoint with the Contingency provision ($7,497 of $10,000 contingency provision now committed / spent).

5) The Operating Fund year-to-date net income is $7,509 vs budget of ($16,279). Several Operating Fund expense accounts appear to be under budget as of September 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 September 30, 2024 total $729,029:

• $ 14,608 for concrete repairs	• $629,947 for road repairs
• $ 7,872 for gate reserves	• $ 62,525 for guard house reserves
• $ 14,077 for Bio-swales	

7) Community Enhancement Fund expenditures through September 30, 2024 total $45,441:

• $ 7,837 for projects at the Historical Park	• $ 3,541 for the City of Lacey grant project
• $25,142 for landscape projects at entrances	• $ 8,921 for power washing projects

BALANCE SHEET:

8) The Operating Fund Checking account balance was $94,852 as of September 30, 2024. An additional $25,778 is held at Rockefeller Capital Management to improve short term earnings on excess operating cash. All except $100 will be transferred back from RCM before December 31, 2024.

9) Reserve Funds (RCM investments and VIS checking accounts) total $979,840. As detailed above, $729,029 was spent in 2024 for various projects, including significant road repairs. The final road projects invoice for $191,310 was paid in September.

10) The Community Enhancement Fund checking account balance was $20,024 as of September 30, 2024. As detailed above, $45,441 has been spent thus far on Board approved CEF projects.

11) Accounts Receivable decreased to $3,279.

12) Accounts Payable increased approximately $4,800; balance includes accrual of $6,435 invoice related to emergency repairs discussed above.

Indian Summer HOA
Balance Sheet
9/30/2024

Assets		
Accounts Receivable		
102000 - Accounts Receivable	$3,278.98	
Accounts Receivable Total	$3,278.98	
Operating Funds		
100100 - Operating Bank Acct	$94,851.63	
100120 - Operating Rockefeller CM Savings	$25,778.32	
100200 - Petty Cash	$2,891.03	
101200 - CEF	$20,024.16	
Operating Funds Total	$143,545.14	
Reserve Funds		
100165 - Reserves - Rockefeller CM Investment Account	$938,142.92	
101000 - Reserve Bank Acct	$41,696.95	
Reserve Funds Total	$979,839.87	
Assets Total		$1,126,663.99
Liabilities and Equity		
Accounts Payable		
250000 - Accounts Payable	$21,212.47	
Accounts Payable Total	$21,212.47	
Association		
250100 - Prepaid Income	$45,208.55	
Association Total	$45,208.55	
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	$60,150.96	
Other Total	$60,150.96	
Retained Earnings	$1,641,963.51	
Net Income	($625,554.96)	
Liabilities & Equity Total		$1,126,663.99

2025 ISHOA BUDGET PREPARATION SUMMARY

ACCOUNT DESCRIPTION	2024 BOARD APPROVED BUDGET	Actual 9/30/2024	2024 Estimate	2025 Budget	Variance $ Increase / (Decrease) (2025 Budget Compared to 2024 Budget)	Variance %
REVENUE						
Regular Assessment	$ 658,260	$ 493,695	$ 658,260	$ 658,260	$ -	0%
Fines & Penalties	$ 1,600	$ 5,870	$ 5,700	$ 4,500	$ 2,900	181%
Late Fees	$ 2,800	$ 3,200	$ 3,200	$ 3,600	$ 800	29%
Legal Fees (Passed on to owners)	$ -	$ 394	$ 394	$ -	$ -	
Operating Interest Earned	$ 1,200	$ 678	$ 800	$ 700	$ (500)	-42%
Garage Sale Revenue	$ 2,000	$ 1,860	$ 1,860	$ 2,000	$ -	0%
Miscellaneous Income	$ -	$ 1,051	$ 1,200	$ -	$ -	
Gate Key and RFID fees	$ 5,500	$ 4,384	$ 5,500	$ 5,800	$ 300	5%
Total Revenue	$ 671,360	$ 511,132	$ 676,914	$ 674,860	$ 3,500	1%
EXPENSES						
Administration	$ 135,902	$ 106,840	$ 125,000	$ 129,445	$ (6,457)	-5%
ARB	$ 2,000	$ 102	$ 102	$ 1,700	$ (300)	-15%
CC&R Rewrite	$ -	$ 5,615	$ 18,018	$ 14,955	$ 14,955	
Communications	$ 1,850	$ 310	$ 775	$ 2,200	$ 350	19%
Nature Preserve	$ 500	$ 167	$ 500	$ 561	$ 61	12%
Pets	$ 3,490	$ 2,588	$ 3,490	$ 2,973	$ (517)	-15%
Routine Maintenance	$ 221,072	$ 176,410	$ 221,072	$ 210,495	$ (10,577)	-5%
Security	$ 146,285	$ 89,668	$ 135,035	$ 138,977	$ (7,308)	-5%
Social	$ 10,930	$ 9,238	$ 10,930	$ 9,434	$ (1,496)	-14%
Total Expenses	$ 522,029	$ 390,938	$ 514,922	$ 510,740	$ (11,289)	-2%
Net Revenue (Expense) Before Contingency & Transfer	$ 149,331	$ 120,194	$ 161,992	$ 164,120	$ 14,789	
CONTINGENCY						
Contingency	$ 10,000	$ 8,286	$ 10,000	$ 8,500	$ (1,500)	-15%
TRANSFERS						
Reserve Funding Transfer	$ 139,200	$ 104,400	$ 139,200	$ 155,604	$ 16,404	12%
Net Revenue (Expense) After Transfer	$ 131	$ 7,508	$ 12,792	$ 16	$ (115)	

Indian Summer HOA
Budget Comparison Report

	9/1/2024 - 9/30/2024			1/1/2024 - 9/30/2024			Annual
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Budget**
OPERATING FUND:							
Revenue							
300000 - Regular Assessment	$54,855.00	$54,855.00	$0.00	$493,695.00	$493,695.00	$0.00	$658,260.00
300200 - Fines and Penalties	$485.00	$133.00	$352.00	$5,870.00	$1,197.00	$4,673.00	$1,600.00
300300 - Late Fees	$399.96	$233.00	$166.96	$3,199.68	$2,097.00	$1,102.68	$2,800.00
300400 - Legal Fees (Passed to Owners)	$0.00	$0.00	$0.00	$394.20	$0.00	$394.20	$0.00
300500 - Operating Interest Earned	$0.00	$300.00	($300.00)	$678.01	$900.00	($221.99)	$1,200.00
300900 - Garage Sale Income	$360.00	$200.00	$160.00	$1,860.00	$2,000.00	($140.00)	$2,000.00
301100 - Miscellaneous Incomes	($10.90)	$0.00	($10.90)	$1,050.72	$0.00	$1,050.72	$0.00
301400 - Gate Key Fees - RFID	$228.00	$458.00	($230.00)	$4,384.00	$4,122.00	$262.00	$5,500.00
Total Revenue	$56,317.06	$56,179.00	$138.06	$511,131.61	$504,011.00	$7,120.61	$671,360.00
Expenses							
Administrative Expenses							
400000 - Association Management Fees	$4,487.70	$4,488.00	$0.30	$40,389.30	$40,392.00	$2.70	$53,852.00
400001 - Accounting Services / Fees	$500.00	$500.00	$0.00	$4,500.00	$4,500.00	$0.00	$6,000.00
400003 - Management Special Project	$375.00	$42.00	($333.00)	$727.50	$378.00	($349.50)	$500.00
400030 - VIS Staff On-Site	$0.00	$0.00	$0.00	$1,350.00	$0.00	($1,350.00)	$0.00
400050 - Administration	$0.00	$83.00	$83.00	$0.00	$747.00	$747.00	$1,000.00
400100 - Base Supply Fee - Excluding Postage	$420.00	$400.00	($20.00)	$3,780.00	$3,600.00	($180.00)	$4,800.00
400110 - Office Supplies	$189.99	$58.00	($131.99)	$351.41	$522.00	$170.59	$700.00
400200 - Postage	$57.57	$167.00	$109.43	$649.17	$1,503.00	$853.83	$2,000.00
400300 - Mileage Costs	$52.50	$42.00	($10.50)	$584.02	$378.00	($206.02)	$500.00
400400 - Audit and Tax Return	$0.00	$0.00	$0.00	$8,085.56	$7,600.00	($485.56)	$7,600.00
400452 - Federal Income Tax	$3,142.00	$1,750.00	($1,392.00)	$14,755.47	$5,250.00	($9,505.47)	$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	$0.00	$1,667.00	$1,667.00	$4,410.00	$15,003.00	$10,593.00	$20,000.00
400700 - Insurance	$0.00	$0.00	$0.00	$14,372.00	$16,000.00	$1,628.00	$16,000.00
400800 - Licenses and Permits	$0.00	$0.00	$0.00	$61.05	$0.00	($61.05)	$0.00
400812 - Compliance Vacant Lot Mowing	$262.80	$0.00	($262.80)	$1,444.92	$0.00	($1,444.92)	$0.00
401500 - Reserve Study related Expenses	$0.00	$0.00	$0.00	$1,016.83	$1,050.00	$33.17	$1,050.00
401600 - Miscellaneous Expense	$167.50	$288.00	$120.50	$1,614.07	$2,592.00	$977.93	$3,450.00
401700 - Bad Debt/Write-offs	$0.00	$63.00	$63.00	$315.00	$567.00	$252.00	$750.00
402100 - Meeting Expenses	$0.00	$250.00	$250.00	$617.78	$2,250.00	$1,632.22	$3,000.00
403004 - RFID's	$0.00	$458.00	$458.00	$5,709.68	$4,122.00	($1,587.68)	$5,500.00
Total Administrative Expenses	$9,655.06	$10,256.00	$600.94	$106,840.09	$108,654.00	$1,813.91	$135,902.00

Indian Summer HOA
Budget Comparison Report

	9/1/2024 - 9/30/2024			1/1/2024 - 9/30/2024			Annual
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Budget**
CC&R & Bylaws Projects							
400020 - VIS Staff - CC&R Rewrite	$0.00	$0.00	$0.00	$2,396.25	$0.00	($2,396.25)	$0.00
400520 - Legal Fees - CCR & Bylaws	$301.50	$0.00	($301.50)	$3,218.25	$0.00	($3,218.25)	$0.00
Total CC&R & Bylaws Projects	$301.50	$0.00	($301.50)	$5,614.50	$0.00	($5,614.50)	$0.00
ARB							
400655 - Engineering Reviews	$602.50	$167.00	($435.50)	$102.50	$1,503.00	$1,400.50	$2,000.00
Total ARB	$602.50	$167.00	($435.50)	$102.50	$1,503.00	$1,400.50	$2,000.00
Communications							
400060 - Communications - Other	$0.00	$12.00	$12.00	$118.36	$108.00	($10.36)	$150.00
400070 - Communications - Print	$0.00	$17.00	$17.00	$0.00	$153.00	$153.00	$200.00
400072 - Comm Consultation Fees	$0.00	$42.00	$42.00	$0.00	$378.00	$378.00	$500.00
400975 - Website Service	$0.00	$83.00	$83.00	$192.00	$747.00	$555.00	$1,000.00
Total Communications	$0.00	$154.00	$154.00	$310.36	$1,386.00	$1,075.64	$1,850.00
Community							
400055 - Community Events	$5,435.24	$0.00	($5,435.24)	$7,762.13	$6,300.00	($1,462.13)	$8,930.00
401602 - Garage Sale Expense	$788.75	$2,000.00	$1,211.25	$1,475.56	$2,000.00	$524.44	$2,000.00
Total Community	$6,223.99	$2,000.00	($4,223.99)	$9,237.69	$8,300.00	($937.69)	$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	$96.81	$100.00	$3.19	$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	$166.65	$500.00	$333.35	$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	$145.20	$182.00	$36.80	$1,915.19	$1,638.00	($277.19)	$2,180.00
400939 - Pets - Newsletter	$0.00	$90.00	$90.00	$100.76	$270.00	$169.24	$360.00
Total Pet Committee	$145.20	$272.00	$126.80	$2,587.87	$2,658.00	$70.13	$3,490.00

Indian Summer HOA
Budget Comparison Report

	9/1/2024 - 9/30/2024			1/1/2024 - 9/30/2024			Annual
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Budget**
Reserve Transfer							
401400 - Reserve Contributions	$11,600.00	$11,600.00	$0.00	$104,400.00	$104,400.00	$0.00	$139,200.00
Total Reserve Transfer	$11,600.00	$11,600.00	$0.00	$104,400.00	$104,400.00	$0.00	$139,200.00
Routine Maintenance							
400910 - Water	$5,785.98	$2,170.00	($3,615.98)	$26,812.98	$22,595.00	($4,217.98)	$29,171.00
400920 - Electricity	$270.76	$1,693.00	$1,422.24	$13,939.78	$15,237.00	$1,297.22	$20,320.00
401000 - Maintenance - General/Common Areas	$808.79	$1,833.00	$1,024.21	$42,390.13	$44,220.00	$1,829.87	$49,723.00
401001 - Street Sweeping	$0.00	$0.00	$0.00	$1,850.76	$3,249.00	$1,398.24	$6,500.00
401098 - Landscaping-Irrigation Maintenance	$1,755.20	$2,286.00	$530.80	$13,420.95	$11,426.00	($1,994.95)	$11,426.00
401100 - Landscaping (Contract)	$7,377.79	$6,994.00	($383.79)	$66,359.73	$62,946.00	($3,413.73)	$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	$8,000.00	$4,058.00	$12,000.00
Total Routine Maintenance	$15,998.52	$14,976.00	($1,022.52)	$176,409.80	$175,673.00	($736.80)	$221,072.00
Repairs / Maintenance							
401005 - Emergency Repairs	$8,285.76	$0.00	($8,285.76)	$8,285.76	$0.00	($8,285.76)	$0.00
401750 - Admin Contingency Allocation	$0.00	$833.00	$833.00	$0.00	$7,497.00	$7,497.00	$10,000.00
Net Repairs / Maintenance	$8,285.76	$833.00	($7,452.76)	$8,285.76	$7,497.00	($788.76)	$10,000.00
Security							
400610 - Traffic Management Project	$0.00	$250.00	$250.00	$0.00	$2,250.00	$2,250.00	$3,000.00
400995 - Camera Maintenance	$0.00	$250.00	$250.00	$585.83	$2,250.00	$1,664.17	$3,000.00
400996 - Cameras - New location	$0.00	$625.00	$625.00	$0.00	$5,625.00	$5,625.00	$7,500.00
401022 - Gate Service/Repair	$0.00	$1,667.00	$1,667.00	$8,238.14	$15,003.00	$6,764.86	$20,000.00
401023 - Gate - Cellgate Subscription	$0.00	$0.00	$0.00	$6,098.94	$6,111.00	$12.06	$8,150.00
401024 - Gate - Emergency Access Project	$0.00	$250.00	$250.00	$0.00	$2,250.00	$2,250.00	$3,000.00
401025 - Guardian Gate P/M Contract	$0.00	$379.00	$379.00	$4,210.22	$3,411.00	($799.22)	$4,550.00
401599 - Miscellaneous Projects	$0.00	$208.00	$208.00	$1,106.29	$1,872.00	$765.71	$2,500.00
402400 - ADT Alarm for Guardhouse	$0.00	$63.00	$63.00	$0.00	$567.00	$567.00	$750.00
402410 - Security Contract (Guard)	$3,934.21	$7,403.00	$3,468.79	$65,992.38	$66,627.00	$634.62	$88,835.00
402430 - Security Utility	$387.44	$417.00	$29.56	$3,436.05	$3,753.00	$316.95	$5,000.00
Total Security	$4,321.65	$11,512.00	$7,190.35	$89,667.85	$109,719.00	$20,051.15	$146,285.00
Total Expense	$57,134.18	$51,770.00	($5,364.18)	$503,623.07	$520,290.00	$16,666.93	$671,229.00
Operating Net Income (Expense)	($817.12)	$4,409.00	($5,226.12)	$7,508.54	($16,279.00)	$23,787.54	$131.00

Indian Summer HOA
Budget Comparison Report

	9/1/2024 - 9/30/2024			1/1/2024 - 9/30/2024			Annual
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Budget**
RESERVE FUND:							
Reserve Income							
310002 - Reserve Contribution Revenue	$11,600.00	$11,600.00	$0.00	$104,400.00	$104,400.00	$0.00	$125,400.00
310003 - Reserve Interest Income	$32.53	$0.00	$32.53	$446.49	$0.00	$446.49	$0.00
310006 - Investment Income - RCM	$3,411.27	$0.00	$3,411.27	$36,559.18	$0.00	$36,559.18	$0.00
Total Income	$15,043.80	$11,600.00	$3,443.80	$141,405.67	$104,400.00	$37,005.67	$125,400.00
Reserve Expenses							
405000 - Concrete Repair	$0.00	$0.00	$0.00	$14,608.40	$0.00	($14,608.40)	$0.00
406004 - Gate Reserves	$0.00	$0.00	$0.00	$7,871.93	$0.00	($7,871.93)	$0.00
406005 - Asphalt Reserve	$191,310.46	$0.00	($191,310.46)	$629,946.62	$0.00	($629,946.62)	$0.00
406008 - Guard House Reserves	$0.00	$0.00	$0.00	$62,524.50	$0.00	($62,524.50)	$0.00
406010 - Swales	$0.00	$0.00	$0.00	$14,077.25	$0.00	($14,077.25)	$0.00
Total Reserve Expenses	$191,310.46	$0.00	($191,310.46)	$729,028.70	$0.00	($729,028.70)	$0.00
Reserve Fund Net Income (Expense)	($176,266.66)	$11,600.00	($187,866.66)	($587,623.03)	$104,400.00	($692,023.03)	$125,400.00
COMMUNITY ENHANCEMENT FUND:							
CEF Expenses							
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	$482.68	$0.00	($482.68)	$25,141.78	$0.00	($25,141.78)	$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	$8,920.99	$0.00	($8,920.99)	$0.00
Total Community Enhancement Fund	$482.68	$0.00	($482.68)	$45,440.47	$0.00	($45,440.47)	$0.00

MEETING MINUTES

ARCHITECTURAL REVIEW BOARD (ARB)

Date:	Oct. 8, 2024
Time:	10:00 AM
Meeting called to order by:	Linda Kaszycki

In attendance

Linda Kaszycki, Judy Maretta and Linda Forrer

REPORTS

- New applications received (20)
- Applications open pending final inspection (67)
- Applications received included requests for tree removal, gutters, decks, exterior paint, roof, general landscaping, pavers
- ARB is current in processing new applications and final inspections.

MEETING ADJOURNED AT – 10:45

Next meeting

November 12th

THE FINANCE COMMITTEE RECOMMENDS THE FOLLOWING ACTIONS

BY THE BOARD OF DIRECTORS AT THE

OCTOBER 21, 2024 REGULAR MONTHLY MEETING

MOTION REGARDING APPROVAL OF 2025 RESERVE STUDY:

Move to approve the 2025 Reserve Study prepared by Cedcore, and to approve the "full funding" amount at $155,604 for inclusion in the 2025 Operating Fund Budget. In addition, the Board requests that the Board minutes for October 21, 2025 reflect the Finance Committee's concern that the provisions for road repairs in the 2025 Reserve Study do not cover all ISHOA roads for the next 30 years. Before the next Road Study is conducted the Finance Committee urges the Board to provide specific, written guidance as to the information needed in the next Road Study Report, emphasizing the need for information for a 30-year period, on all ISHOA roads, for use in the annual Reserve Study.

MOTION REGARDING APPROVAL OF 2025 OPERATING FUND BUDGET:

Move to approve the 2025 Operating Fund Budget and forward said budget to Indian Summer Homeowners for ratification at the 2024 Annual Meeting on November 12, 2024.

Communicastions Committee Report – October 2024

- Assisted the Nominating Committee by notifying the community of the off-again/on-again Meet the Candidate's gathering of October 7th. This was accomplished using 2 SMS alerts along with posting 7 signs around and within the perimeter of Indian Summer.

- Added bio's of each candidate to the ISHOA.org website in advance of the Meet the Candidate evening

- Updated the ISHOA.org website for each VIS E-blast that was sent out and also posted signs at 7 locations directing residents to the website.

- Answered several resident's questions regarding how to access event times and dates through the website

- Directed resident's to the links available through the website to download various forms

- Big thank you to Melissa Watkins who relieved me during my vacation, Aug 22-Sep17.

Kathie Torgison, Chair

MAINTENANCE COMMITTEE BOARD REPORT

October 8, 2024

Committee members: (*unavailable for this meeting)**:**
Jeff Gochenour, Chair/ *Tim Johnson/ Bill Moseley /*Ward Forrer /Dan Weiss/ Susan McColley/Bill McClanahan/ Guy Grayson/ Rich Oconnell and Gordon Jackson (Committee Liaison)

<u>OPENING COMMENTS:</u>

* The meeting started with the introduction of our newest member Rich Oconnell

* Rich was a prior landscape contractor and will be working in the areas of landscape maintenance, landscape enhancements and irrigation

* We also had a resident Margaret Layman attend. Margaret is an Indian Summer resident who recently provided input concerning street lighting. She was invited to the meeting to explain the issue to the committee and begin a discussion to help come up with a plan and solution to the issue

* WE THANK MARGARET FOR HER COMMUNITY INVOLVEMENT

<u>CONTRACTED WORK:</u>

Landscape Maintenance Contract (BM)

* American Landscape Maintenance (ALS)
  - Continues monthly mowings, etc.
  - Will focus on spot cleaning in between contracted sweeps
    - Focus on entrance and acorns to protect ducks

Landscape Enhancements (SM)

* Scheduling for the removal of overgrown Pampas Grass and heather at Rainier entrance is underway. ECD November

Irrigation Maintenance (WF):

* Last Planned project of the year completed (swale nozzles)
* water off September 30/24

Street Sweeping – 6 sweeps annually (TJ):

* 2 Sweeps completed.
* Next sweep TBD (dependent of fall leave drop and participation).
* Balancing sweeps with ALS spot cleaning

Backflow Testing - 1 test annually (TJ)

* Completed for 2024

Storm Drain Maintenance - 1 cleaning annually (BMc)

* Completed for 2024.

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

* 3rd herbicide and mowing completed (pending invoicing from contractor) considering a modified schedule to reduce cost
* 2025 contract prepared and signed by SPNW pending budget approval

Misc. Handyman Services – as needed (GG)

* Gutter guards on shed gutters pending
* Installation of extensions on down spouts to keep water from shed to be done in house (Guy)

Fencing – as needed (JG/GG)

* Minor repairs were completed at the Kinsale pond to block coyotes.
* We have a bid from Southgate we are holding pending budget availability

Sidewalks – per long term plan (GG)

* Required concrete repairs throughout the community completed
* Working with contractor to address misc. spalling and staining

Gate Island Maintenance – as needed (SM)

* Front tip of center Island, Barkers Garden & gate Islands completed
* Scheduling prune and planter winterization

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). Spraying for blackberry bushes discussions with NP chair
* Work to be done long term as budget becomes available

CEF ISHOA Power Washing - (GG)

* Power Washing (Yelm and Rainier front entrances and Troon Cubs and curb gutters) completed.

CEF Chambers Site - (SM/WF/JG)

* 2 Benches delivered and installed
* Plant material being purchased for Fall installation.
* Anticipate work to be completed under budget

Lacey Neighborhood Grant – (SM/WF/JG)

* 1- Bench installation completed.
* Crushed granite around bench completed
* Plant material and planters being purchased for Fall installation.
* Likely no plantings in planters this year (irrigation off for the season)
* Anticipate work to be completed under budget.

Holiday lighting – (GG)

* Gate lighting guard house lighting and wreaths to be installed early November.
* Exiting lighting will be disabled and replaced in 2025 when holiday lights are taken down

MISC. PROJECTS*:*

* **Gate lighting:**
* Looking into new lighting options, we are not happy with current low voltage tape lights. MC focal met with contractor to discuss options. Contractor to test options at his cost in early 2025 when holiday lighting is removed.
* **2025 Budget Process:** process underway. Recent 15% down exercise completed waiting on budget ratification before planning and scheduling work or releasing 2025 contract
* **Storm Pond Signage:** signs completed and installed currently identify them accordingly on our utility mapping
* **Duck crossing signage:** signs to be ordered, assessing the best location in the interim ALS will clean to acorns at Yelm entrance

NOTE: We are continuing to assess our 2024 budget and plan to do emergent work only until we can assess our performance to budget and determine how to use any remaining spend (shovel ready projects).

2024 PERFORMANCE TO BUDGET: *BELOW ARE **2024** AMOUNTS BASED ON INVOICES RECEIVED AS OF 10/8/2024.*

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. In addition we are getting estimated costs so we will have shovel rady projects if we have reminng funding

Below **"Accumulated"** totals include reconciled actuals to date and **year end estimated costs**.

Maintenance Codes			Budget	Accumulated	Delta
400920		**Electric**	**20,320.00**	**17,909.78**	**2,410.22**
400910		**Water**	**29,171.00**	**26,438.25**	**2,732.75**
401000		**General Maintenance**	**22,000.00**	**19,786.24**	**2,213.76**
	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**	**4,626.90**	**1,873.10**
401098		**IRRIGATION & REPAIRS**	**11,426.00**	**14,170.95**	**-2,744.95**
401100		**Contracted Landscape Maint**	**83,932.00**	**88,493.10**	**-4,561.10**
401360		**Catch basin Cleaning**	**8,000.00**	**7,693.47**	**306.53**
401362		**Storm Pond Maintenance**	**12,000.00**	**11,826.00**	**174.00**
TOTAL Budget			**221,072.00**	**218,295.15**	**2,776.85**

GL Code	Charge to	CEF or Reserves		
401457	CEF Landscape Projects Pay from CEF Checking 101200	30,000.00	33,041.78	-3,041.78
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
401459	CEF Power Washing Pay from CEF Checking 101200	10,000.00	8,920.99	1,079.01
TOTALL MC TRACKED (above)		272,572.00	271,635.62	936.38

Expectation is to come in under operation AND Enhancement 2024 budgeted funding

Indian Summer HOA
Committee Report

Meeting Date: 10/11/2024, 1900

Committee: Nature Preserve

Planning, Projects and Activity Update:

Members present: Bert Bartleson, Dick Byers, and Cal Early.

Ongoing projects: trail maintenance, interpretative materials for the bulletin boards and trail, additional plant identification signs to be placed in the Preserve, and nesting box maintenance. Monthly walk-throughs by committee members continue. The designated member for each month walks the trail and reports its status to the committee. Current assignments for this are: Jennifer (Jan, Apr, Jun), Bert (Feb, May, Oct), Dick (Jul, Aug, Sep), Cal (Mar, Nov, Dec).

Work performed since the last meeting in May has been just minor trail maintenance.

Future projects:
Adding a roof over the back side of the small bulletin board to increase space for postings.
Re-roofing the large bulletin board due to deterioration of its cedar shakes.
In conjunction with the Maintenance Committee, enhancing the appearance of the Prestwick edge of the Nature Preserve by removing the brush that's re-growing and installing some short native plants in its place.

Financial Status Update:

DATE	DESCRIPTION	EXPENSES	BALANCE
1/1/2024	Beginning balance		500.00
1/7/24	Expanded metal, screws and washers	69.84	430.16
7/16/24	Supplies to make bulletin board mounting system	96.81	333.35

Other Business:

There will be a work party to check the nest boxes and replace the wood chips on Friday, 25 Oct at 1200. We'll meet at the pump house end on Prestwick.

A potential new member has indicated that they will never be able to join our meetings on any Friday, and has asked if we could move them to a mid-week day. All members present at this meeting were ok with changing our meeting day to Wednesday, same time and place.

Committee Chair: Cal Early Date: 10/11/2024