Indian Summer HOA Board of Directors

Board of Directors Meeting – Third Monday of Each Month, 2:00pm
President, David "Slots" Slotwinski
Vice President, Gordon Jackson
Treasurer, Bill Moseley
Secretary, Janet Charles
Member At-large, MaryAnne Lindeblad

Meeting Date: December 16th, 2024
Meeting Time: 2:00 PM
Meeting Location: Embers @ ISGCC and on Zoom

Agenda

1. **Call to Order** @ 2:00pm

2. **Roll Call**
   a. Board Members present: David "Slots" Slotwinski, Gordon Jackson, Bill Moseley, Janet Charles
   b. VIS present: Nicole Eby, Bella Stupina
   c. Absent : MaryAnn Lindeblad

3. **Approval of the Agenda**
   a. **Motion to approve Agenda 1st Gordon, 2nd Janet, All 4 in favor**

4. **Approval of the Minutes from the Board Meeting of October 21st, 2024**
   a. **Motion to approve Oct 21st meeting minutes 1st Gordon, 2nd Bill, All 4 in favor**

5. **Treasurer's Report** – Attached **-** Given during Finance committee report

6. **Homeowners Comments**
   a. Kathy Torgison – Mentioned the Microphone loaned from the communication committee and asked if it was being used
      - Was in fact being used for zoom viewers
      - Jeanne Johnson let the Board know the big speaker and microphone was in the starter house for someone to pick up
   b. Jeanne Johnson – Mentioned that the Board needed to update and provide and new Key Contact list

7. **Committee Briefings**
   a. **Ad-Hoc CC&R Rewrite Committee: Mike Brauser** (absent), **Chair**
      - Linda Wynands -Asked for Board approval to add Jeanne Johnson to committee
      - Developing briefings to start in March/April
        - Waiting to hear back from OKI for negotiations
        - John Burleigh sent email Dec. 10th to OKI
      - Most recent edited version as of June to be posted on portal
      - "Slots" is Board liaison
   b. **Architectural Review Board: Linda Kaszycki, Chair**
      - Attached Report (Board liaison is MaryAnn)
   c. **Communications: Kathie Torgison, Chair**
      - Attached Report (Board liaison is Janet)

d. **Social Committee: Janet is Board Liaison**
    - 90 attendees at Christmas party, several new homeowners
        - Spent $2300
    - Need more volunteers, currently no chair

e. **Finance Committee: Molly Philopant, Chair**
    - Treasurer Report attached
    - Bill is Board Laison, with 6 members
    - Reminders about reserve study, budget, semi annual meeting with Rockefeller, reserve fund cash flow
    - Investments of $700 to add to operating fund
    - July 1st new chair denied to step up
    - Six Figure Accounting canceled
    - New plan from Bill to implement
    - Molly retiring from committee

f. **Maintenance Committee: Jeff Gochenour, Chair**
    - Attached Report (Board liaison is Gordon)

g. **Nature Preserve: Cal Early, Chair –** N/A

h. **Pet Committee: Nancy Watson, Chair**
    - Attached Report (Board liaison is Bill)
    - Will be submitting a policy change for review to Board about changes in how to handle complaints that come in

i. **Security Committee –** N/A

8. **Unfinished Business: Action, Discussion, Information**

9. **New Business**

Discussion/Information

a. **Board meeting schedule and meeting announcements**
    - Jeanne Johnson – Collected calendars from committees and put calendar together and sent to VIS, clubhouse and communication committee to post on websites

b. **Plans for a survey of residents to learn community concerns, interests and expectations, and an invitation for residents to suggest topics.**
    - Collect questions from committees, send survey to community
    - Newsletters are too expensive, looking into electronic newsletter continuing and will discuss more at work session

Action Items

a. **Motion to approve extension of VIS contract –** attach VIS Quarterly meeting notes
    - **Motion 1st Bill, 2nd Janet, All 4 in Favor**

b. **Motion to approve shift of remaining Enhancement Funds to Operating Fund for closure of account**
    - **Motion 1st Bill, 2nd Janet, All 4 in Favor**

c. **Motion to approve Finance Committee resolution to give the new Board the ability to withdraw funds from the Investment Fund**
    - Ability to access investment funds
        - Gordon, Bill, Janet and Nicole Eby from VIS
    - **Motion 1st Molly, 2nd Bill, All 4 in Favor**

d. **Motion to approve Jeanne Johnson to be a member of CC&R Committee**
    - **Motion 1st Bill, 2nd Janet, All 4 in Favor**

10. **Board Final Comments**
    a. Need more volunteers for all committees
        - Committees in ISHOA are unique as it gives more sense of community
    b. President Thanked volunteers from over the years
        - Plans on reaching out to all committees over the next year
    c. Nancy Watkins wants to be on the committee for survey to homeowners

11. **Executive Session as needed. The Board of Directors may convene in closed executive session to consider matters involving possible violations of governing documents. (RCW 64.38.035)**

12. **Adjournment** @ 3:31pm – "Slots"

Board Meetings Etiquette

- **Turn off or silence our cell phones before the meeting begins.**
- **Meetings will begin and end on time, respecting our commitment and busy schedules.**
- **We will follow the agenda. The Board President or designee will facilitate all meetings.**
- **One person speaks at a time, as recognized by the Board President.**
- **Listen to understand, respecting each person's point of view.**
- **Ask clarifying questions to learn the facts without making assumptions.**
- **Discuss the conflict around the issues, not the people.**

Expectations for Homeowner Comments

- **The Homeowner Comments period is reserved for testimony on items on the agenda. Comments on items not on the agenda may be allowed by the President.**
- **Homeowner comment sign-up forms will be made available.**
- **The President opens the Homeowner Comments period calling names of those signed in. Those not signed in may raise their hand to speak after they speak.**
- **For the record, Homeowners addressing the Board will identify themselves and the topic(s) on the agenda they will address.**
- **Comments are limited to three minutes, unless otherwise stated by the President. In the event of a significant number of public comments, the President may limit all persons' comments to an equal period of less than three minutes.**
- **All Homeowner remarks are to be addressed to the Board as a whole and not to individuals, staff, or the public audience.**
- **The Homeowner Comments period may not be used to promote or oppose any candidate for public office or any ballot measure.**
- **The Homeowner Comments period may not be used for advertising.**
- **All speakers shall be courteous in their language and demeanor.**
- **Speakers who disrupt the orderly conduct of any Board meeting or fail to comply with the rules governing public participation in Board meetings may forfeit their right to address the Board and may be removed from the meeting at the discretion of the President.**

MEETING MINUTES

ARCHITECTURAL REVIEW BOARD (ARB)

Date:	Dec 10th, 2024
Time:	10:00am
Meeting called to order by:	Linda Kaszycki

REPORTS

- Just a few ARB applications in the past month including:
  - arborvitae hedge planting
  - tree removal
  - patio pavers
- We are current on active applications and final inspections.
- We also welcomed our new board liaison, Mary Anne Lindeblad.

Communications Committee Activity Report – Dec 11, 2024

Since last report Oct 21:

SMS messages sent: 4

VIS E-blast and Hot News signs posted: 5 times

Gave presentation at Annual Meeting

Met with new Board liaison Janet Jackson Charles to establish working goals and methods

Met with Mary Weiss and Janet Jackson to discuss New Resident handbook procedures

Updated Resident Directory in ISHOA.org

Designed and ordered 19 signs; 3 replace broken signs, 8 replace faded street sweeping signs an 8 are new for RSVP reminders for HOA events. Also refashioned the stands to fit properly into the new placeholders at gate islands. All signs now reside inside the Starter House.

Anticipate 2 more SMS messages to be concerning upcoming street sweeping Dec 21 and alert about gatehouse closure on Dec 25 & Jan 1.

Kathie Torgison, Chair

ISHOA – COMMENTS ON NOVEMBER 30, 2024 AS OF DECEMBER 11, 2024

Observations on the December 11th version of the November, 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 $5,047.00, however, some of these fines have not yet been collected from homeowners.

2) Most major categories of expenses are at or below budget, although individual line items within each category may not be. The monthly allocation of expenses impacts some of the variances.

3) 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.

4) 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 $42,322 for eleven months of 2024 (impacted by withdrawals for road repairs).

5) 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 ($8,286 of $10,000 contingency provision now committed / spent).

6) The Operating Fund year-to-date net income is $18,752 vs budget of ($7,252) for the 11 months ended November 30th. Barring unexpected developments, this positive result is expected to hold through the rest of the year.

7) Reserve Fund expenditures through November 30, 2024 total $796,622:

• $ 40,720 for concrete repairs	• $667,899 for road repairs
• $ 7,872 for gate reserves	• $ 62,525 for guard house reserves
• $ 16,956 for Bio-swales	• $ 650 for tree reserves

8) Community Enhancement Fund expenditures through November 30, 2024 total $52,204:

• $ 8,169 for projects at the Historical Park	• $ 6,683 for the City of Lacey grant project*
• $ 28,431 for landscape projects at entrances	• $ 8,921 for power washing projects

* Before $2,275 grant proceeds received in December 2024

BALANCE SHEET:

9) The Operating Fund Checking account balance was $78,701 as of November 30, 2024. An additional $25,778 is held at Rockefeller Capital Management to improve short term earnings on excess operating cash.

10) Reserve Funds (RCM investments and VIS checking accounts) total $943,115. As detailed above, $796,622 was spent in 2024 for various projects, including significant road repairs.

11) The Community Enhancement Fund checking account balance was $15,538 as of November 30, 2024. As detailed above, $52,204 has been spent thus far on Board approved CEF projects.

12) Accounts Receivable increased from $3,675 to $4,135.

13) Accounts Payable decreased from $7,384 to $1,036.

14) Prepaid Assessments decreased slightly from $47,259 to $43,112.

Indian Summer HOA
Budget Comparison Report
11/1/2024 - 11/30/2024

	11/1/2024 - 11/30/2024			1/1/2024 - 11/30/2024			Annual
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Budget**
OPERATING FUND:							
Revenue							
300000 - Regular Assessment	$54,855.00	54,855.00	$0.00	603,405.00	603,405.00	$0.00	$658,260.00
300200 - Fines and Penalties	490.00	133.00	$357.00	6,510.00	1,463.00	$5,047.00	$1,600.00
300300 - Late Fees	499.95	233.00	$266.95	4,099.59	2,563.00	$1,536.59	$2,800.00
300500 - Operating Interest Earned	0.00	0.00	$0.00	678.01	900.00	($221.99)	$1,200.00
300900 - Garage Sale Income	0.00	0.00	$0.00	1,860.00	2,000.00	($140.00)	$2,000.00
301100 - Miscellaneous Incomes	657.00	0.00	$657.00	2,364.72	0.00	$2,364.72	$0.00
301400 - Gate Key Fees - RFID	348.00	458.00	($110.00)	5,016.00	5,038.00	($22.00)	$5,500.00
Total Revenue	$56,849.95	$55,679.00	$1,170.95	$623,933.32	$615,369.00	$8,564.32	$671,360.00
Expense							
Administrative Expenses							
400000 - Association Management Fees	$4,487.70	$4,488.00	$0.30	$49,364.70	$49,368.00	$3.30	$53,852.00
400001 - Accounting Services / Fees	$500.00	$500.00	$0.00	$5,500.00	$5,500.00	$0.00	$6,000.00
400003 - Management Special Project	$0.00	$42.00	$42.00	$1,537.50	$462.00	($1,075.50)	$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	$913.00	$913.00	$1,000.00
400100 - Base Supply Fee - Excluding Postage	$420.00	$400.00	($20.00)	$4,620.00	$4,400.00	($220.00)	$4,800.00
400110 - Office Supplies	$0.00	$58.00	$58.00	$622.95	$638.00	$15.05	$700.00
400200 - Postage	$1,146.45	$167.00	($979.45)	$1,848.27	$1,837.00	($11.27)	$2,000.00
400300 - Mileage Costs	$21.00	$42.00	$21.00	$852.72	$462.00	($390.72)	$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	$0.00	$0.00	$0.00	$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	$18,337.00	$13,927.00	$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	$657.00	$0.00	($657.00)	$2,364.72	$0.00	($2,364.72)	$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	$0.00	$288.00	$288.00	$1,614.07	$3,168.00	$1,553.93	$3,450.00
401700 - Bad Debt/Write-offs	$20.00	$63.00	$43.00	$375.00	$693.00	$318.00	$750.00
402100 - Meeting Expenses	$215.08	$250.00	$34.92	$832.86	$2,750.00	$1,917.14	$3,000.00
403004 - RFID's	$0.00	$458.00	$458.00	$5,709.68	$5,038.00	($671.68)	$5,500.00
Total Administrative Expenses	$7,467.23	$8,506.00	$1,038.77	$121,399.71	$125,666.00	$4,266.29	$135,902.00

Indian Summer HOA
Budget Comparison Report
11/1/2024 - 11/30/2024

	11/1/2024 - 11/30/2024			1/1/2024 - 11/30/2024			Annual
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Budget**
CC&R Rewrite Project							
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 - CC&R & Bylaws Rewrite	$0.00	$0.00	$0.00	$8,889.00	$0.00	($8,889.00)	$0.00
Total CC&R Rewrite Project	$0.00	$0.00	$0.00	$11,285.25	$0.00	($11,285.25)	$0.00
ARB							
400655 - Engineering Reviews	($602.50)	$167.00	$769.50	$102.50	$1,837.00	$1,734.50	$2,000.00
Total ARB	($602.50)	$167.00	$769.50	$102.50	$1,837.00	$1,734.50	$2,000.00
Communications							
400060 - Communications - Other	$0.00	$12.00	$12.00	$118.36	$132.00	$13.64	$150.00
400070 - Communications - Print	$296.15	$17.00	($279.15)	$536.15	$187.00	($349.15)	$200.00
400072 - Comm Consultation Fees	$0.00	$42.00	$42.00	$0.00	$462.00	$462.00	$500.00
400975 - Website Service	$0.00	$83.00	$83.00	$192.00	$913.00	$721.00	$1,000.00
Total Communications	$296.15	$154.00	($142.15)	$846.51	$1,694.00	$847.49	$1,850.00
Community							
400055 - Community Events	$0.00	$425.00	$425.00	$7,885.03	$6,725.00	($1,160.03)	$8,930.00
401602 - Garage Sale Expense	$0.00	$0.00	$0.00	$1,475.56	$2,000.00	$524.44	$2,000.00
Total Community	$0.00	$425.00	$425.00	$9,360.59	$8,725.00	($635.59)	$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	$700.00	$231.87	$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	$2,205.59	$2,002.00	($203.59)	$2,180.00
400939 - Pets - Newsletter	$0.00	$0.00	$0.00	$100.76	$270.00	$169.24	$360.00
Total Pet Committee	$145.20	$182.00	$36.80	$2,878.27	$3,222.00	$343.73	$3,490.00

Indian Summer HOA
Budget Comparison Report
11/1/2024 - 11/30/2024

	11/1/2024 - 11/30/2024			1/1/2024 - 11/30/2024			Annual
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Budget**
Repairs/Maintenance							
401005 - Emergency Repairs	$0.00	$0.00	$0.00	$8,285.76	$0.00	($8,285.76)	$0.00
401750 - Admin Contingency	$0.00	$833.00	$833.00	$0.00	$9,163.00	$9,163.00	$10,000.00
Total Repairs/Maintenance	$0.00	$833.00	$833.00	$8,285.76	$9,163.00	$877.24	$10,000.00
Reserve and Extraordinary Expenses							
401400 - Reserve Contributions	$11,600.00	$11,600.00	$0.00	$127,600.00	$127,600.00	$0.00	$139,200.00
Total Reserve and Extraordinary Expenses	$11,600.00	$11,600.00	$0.00	$127,600.00	$127,600.00	$0.00	$139,200.00
Routine Maintenance							
400910 - Water	$0.00	$0.00	$0.00	$26,812.98	$29,171.00	$2,358.02	$29,171.00
400920 - Electricity	$303.01	$1,693.00	$1,389.99	$17,138.90	$18,623.00	$1,484.10	$20,320.00
401000 - Maintenance - General/Common Areas	$2,681.77	$1,833.00	($848.77)	$49,144.90	$47,886.00	($1,258.90)	$49,723.00
401001 - Street Sweeping	$898.44	$1,083.00	$184.56	$3,674.58	$5,415.00	$1,740.42	$6,500.00
401098 - Landscaping-Irrigation Maintenance	$0.00	$0.00	$0.00	$13,420.95	$11,426.00	($1,994.95)	$11,426.00
401100 - Landscaping (Contract)	$7,377.79	$6,994.00	($383.79)	$81,115.31	$76,934.00	($4,181.31)	$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	$4,000.00	$4,000.00	$11,826.00	$12,000.00	$174.00	$12,000.00
Total Routine Maintenance	$11,261.01	$15,603.00	$4,341.99	$210,827.09	$209,455.00	($1,372.09)	$221,072.00
Security							
400610 - Traffic Management Project	$0.00	$250.00	$250.00	$0.00	$2,750.00	$2,750.00	$3,000.00
400995 - Camera Maintenance	$0.00	$250.00	$250.00	$1,949.11	$2,750.00	$800.89	$3,000.00
400996 - Cameras - New location	$0.00	$625.00	$625.00	$0.00	$6,875.00	$6,875.00	$7,500.00
401022 - Gate Service/Repair	$3,435.06	$1,667.00	($1,768.06)	$11,673.20	$18,337.00	$6,663.80	$20,000.00
401023 - Gate - Cellgate Subscription	$0.00	$0.00	$0.00	$8,135.64	$8,150.00	$14.36	$8,150.00
401024 - Gate - Emergency Access Project	$0.00	$250.00	$250.00	$0.00	$2,750.00	$2,750.00	$3,000.00
401025 - Guardian Gate P/M Contract	$0.00	$379.00	$379.00	$4,210.22	$4,169.00	($41.22)	$4,550.00
401599 - Miscellaneous Projects	$0.00	$208.00	$208.00	$1,106.29	$2,288.00	$1,181.71	$2,500.00
402400 - ADT Alarm for Guardhouse	$0.00	$63.00	$63.00	$0.00	$693.00	$693.00	$750.00
402410 - Security Contract (Guard)	$8,066.51	$7,403.00	($663.51)	$81,142.00	$81,433.00	$291.00	$88,835.00
402430 - Security Utility	$388.74	$417.00	$28.26	$4,212.37	$4,587.00	$374.63	$5,000.00
Total Security	$11,890.31	$11,512.00	($378.31)	$112,428.83	$134,782.00	$22,353.17	$146,285.00
Total Expenses	$42,057.40	$48,982.00	$6,924.60	$605,181.16	$622,644.00	$17,462.84	$671,229.00
Operating Fund Net Income (Loss)	**$14,792.55**	**$6,697.00**	**$8,095.55**	**$18,752.16**	**($7,275.00)**	**$26,027.16**	**$131.00**

Indian Summer HOA
Budget Comparison Report
11/1/2024 - 11/30/2024

	11/1/2024 - 11/30/2024			1/1/2024 - 11/30/2024			Annual
	Actual	**Budget**	**Variance**	**Actual**	**Budget**	**Variance**	**Budget**
RESERVE FUND							
Reserve Income							
310002 - Reserve Contribution Revenue	$11,600.00	$11,600.00	$0.00	$127,600.00	$127,600.00	$0.00	$139,200.00
310003 - Reserve Interest Income	$12.83	$0.00	$12.83	$469.20	$0.00	$469.20	$0.00
310006 - Investment Income - RCM	$3,865.84	$0.00	$3,865.84	$42,322.34	$0.00	$42,322.34	$0.00
Total Reserve Income	$15,478.67	$11,600.00	$3,878.67	$170,391.54	$127,600.00	$42,791.54	$139,200.00
Reserve Expense							
Reserve and Extraordinary Expenses							
403300 - Tree Reserves	$650.25	$0.00	($650.25)	$650.25	$0.00	($650.25)	$0.00
405000 - Concrete Repair	$0.00	$0.00	$0.00	$40,720.19	$0.00	($40,720.19)	$0.00
406004 - Gate Reserves	$0.00	$0.00	$0.00	$7,871.93	$0.00	($7,871.93)	$0.00
406005 - Asphalt Reserve	$0.00	$0.00	$0.00	$667,899.34	$0.00	($667,899.34)	$0.00
406008 - Guard House Reserves	$0.00	$0.00	$0.00	$62,524.50	$0.00	($62,524.50)	$0.00
406010 - Swales	$2,878.53	$0.00	($2,878.53)	$16,955.78	$0.00	($16,955.78)	$0.00
Total Reserve Expenses	$3,528.78	$0.00	($3,528.78)	$796,621.99	$0.00	($796,621.99)	$0.00
Reserve Fund Net Income (Loss)	$11,949.89	$11,600.00	$349.89	($626,230.45)	$127,600.00	($753,830.45)	$139,200.00
COMMUNITY ENHANCEMENT FUND:							
Community Enhancement Expenses							
401450 - CEF Historical Park Improvements	$0.00	$0.00	$0.00	$8,169.52	$0.00	($8,169.52)	$0.00
401457 - CEF Landscape Projects	$508.22	$0.00	($508.22)	$28,430.90	$0.00	($28,430.90)	$0.00
401458 - CEF Lacey Grant Projects	$0.00	$0.00	$0.00	$6,682.57	$0.00	($6,682.57)	$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 Expenses	$508.22	$0.00	($508.22)	$52,203.98	$0.00	($52,203.98)	$0.00

Maintenance Committee

2024 Annual Holiday Luncheon

- In lieu of our December meeting we had our annual Holiday Luncheon
- During the luncheon we reviewed the attached presentation which included:
  - **2024 Fun Facts**
  - **2024 Accomplishments**
  - **2024 Year end Projection**
  - **2025 Focus**

Maintenance Committee

Fun Facts

Administration:

- 9 Committee Members & 1 Board Liaison
- 4 sub committee volunteers that supported communication of our "Road Rejuvenation Project"
- Interfaced routinely with VIS, The Finance Committee Chair & The Communication chair
- 2024 Spend ~$275K (including 50K of enhancement money - only available in 2024)
- We managed ~20 General Ledger (GL) accounts (12 Operations, 4 CEF accounts & ~4 Reserve)
- Largest GL was landscape Maintenance @ ~40% of our budget followed by Gen Maintenance @~23%

401000 Misc. General maint	400910 Water	400920 Electricity	401000 Dumpsite Cleanup	401000 HOA Mulch	401000 Thatch, Aerate & Overseed	401001 Street Sweeping	401098 Irrigation maint.	401100 Grounds Contract	401360 Cath Basin Cleaning	401362 Pond Mowing	Total Ops
10%	12%	9%	4%	6%	3%	2%	6%	40%	3%	5%	100.06%

- Processed & paid ~125 invoices against those 15 accounts

Maintenance Committee

Fun Facts

Electrical Usage:

- 16 Electric meters powering our community
  - 2 over >= 20%
  - ~ 7 >= 5%
  - ~ 7 < 5%
  - Largest Bills are later in the year due to daylight savings time (streetlights being on longer)

2322	2546	2975	6826	5560	9153	9336	9526	9658	9880	5076	5274	2313	2193	716
7%	2%	1%	1%	10%	6%	24%	4%	4%	20%	9%	5%	1%	5%	1%

- Our Budget year includes December of the previous year due to the billing cycle (12 + 1-11)
- Requiring December's electricity costs to be estimated for year end budget performance

Maintenance Committee

Fun Facts

Water Consumption:

- 9 water meters (4-COL, 5-COO)
- ~ 6 months of water bills (On and off allows us to better manage, but weather dependent)
- ~50% of bill is July and August

City	Meter No.	May	June	July	August	September	October	November	Total 2024
City of Lacey	96395-75868	12.2	821.63	1011.66	1805.02	1437.87	911.12	0	5999.5
City of Lacey	96395-90604	13.11	58.64	411.84	564.17	633.65	881.63	0	2563.04
City of Lacey	96395-90958	12.18	23.67	27.51	32.59	41.71	67.35	0	205.01
City of Lacey	96395-92280	12.16	94.84	164.42	119.48	345.18	117.49	0	853.57
City of Olympia	65856-44215	21.94		359.97		1238	705.88	0	2325.79
City of Olympia	65856-45043	72.84		451.74		2061.49	588.94	0	3175.01
City of Olympia	65856-47343	32.86		234.04		840.97	374.73	0	1482.6
City of Olympia	65856-48977	18.64		383.29		2132.29	918.82	0	3453.04
City of Olympia	65856-50855	47.79		804.41		4683.2	1220.02	0	6755.42
		243.72	998.78	3848.88	2521.26	13414.36	5785.98		26812.98
		1%	4%	14%	9%	50%	22%		100%
						Water off 9/21			

Maintenance Committee

Fun Facts

General HOA:

- 34 Street Signs
- 4.5 Miles of Sidewalks & Curbs
- 162 Mailbox Posts
- 324 Individual Mailboxes
- 17 Mailbox Clusters
- 18 Stop Signs
- ~6 Miles of 2 lane Streets
- 9 Park Benches

- ~177 Catch Basins
- 6 Wet/Dry Retention Ponds
- 9 Street Pole Lights (plus PSE’s)
- 15,000 Lineal Feet of Fencing
- 3 entrances and gate Islands
- 8 Electrical Meters
- 16 Water Meters
- 13 Irrigation controllers managing over 75 stations and 1169 nozzles

Maintenance Committee

Fun Facts

General HOA:

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- 4.5 Miles of Sidewalks & Curbs
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*** 2 Most Expensive Reserve Study Assets**

Maintenance Committee

2024 Accomplishments

- In early 2023, we established a goal to find a “standard of care” acceptable to the community that could be used as a baseline to maintain our HOA without impacting dues.

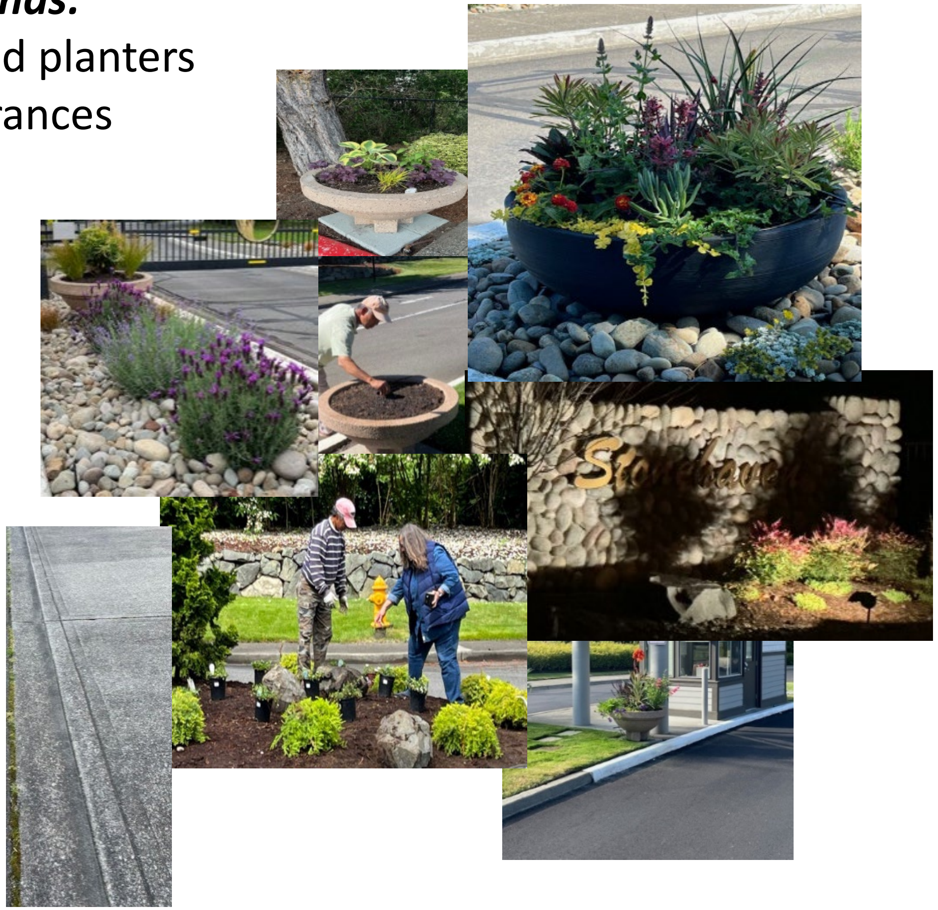
- To accomplish above we identified ***5 areas of focus:***
  - ✓ ***Entrances and gate islands,***
  - ✓ ***Irrigation***
  - ✓ ***Common property look & feel,***
  - ✓ ***Streets***
  - ✓ ***Better relationship with IS Golf Course Management***

- In 2024, in addition to routine maintenance we continued to focus on these areas, as well as establishing a ISHOA Community budget baseline.

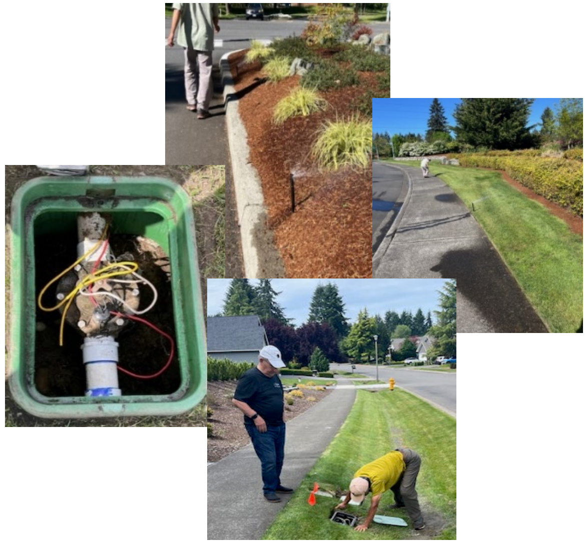
Maintenance Committee

2024 Accomplishments

- ***Entrances and Gate Islands:***
  - ✓ Added plantings and planters
  - ✓ Power washed entrances



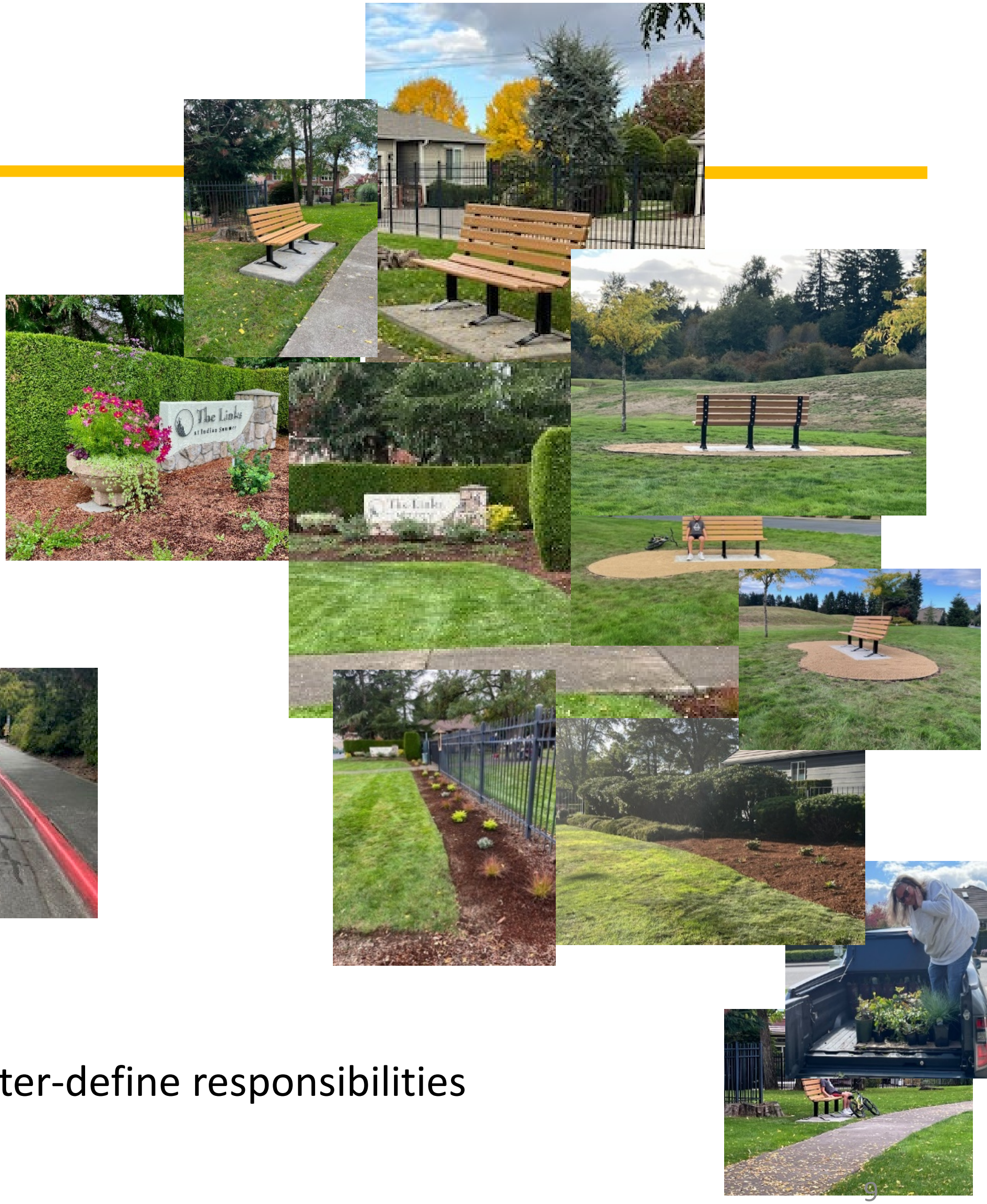
- ***Irrigation***
  - ✓ Added several blue tooth-controlled
  - ✓ Several modifications & repairs to update our systems, & for better coverage.



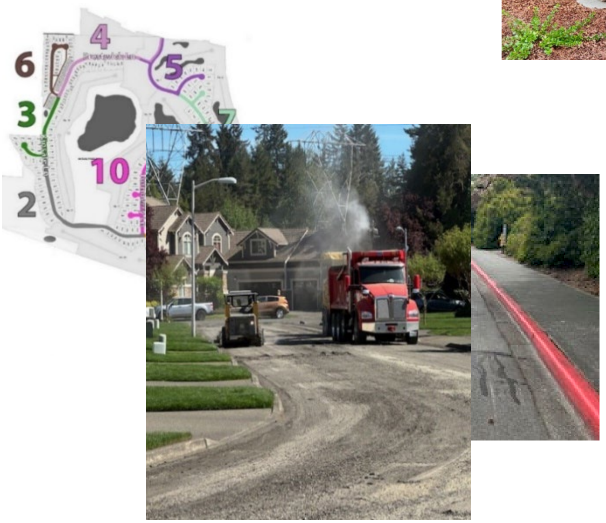
Maintenance Committee

2024 Accomplishments

- ***Common Property Look and Feel:***
  - ✓ Added 3 park benches
  - ✓ Added new landscaping and planters throughout
  - ✓ align expectations and contractor work statements



- ***Streets***
  - ✓ Completed major repairs, seal coating & paint striping

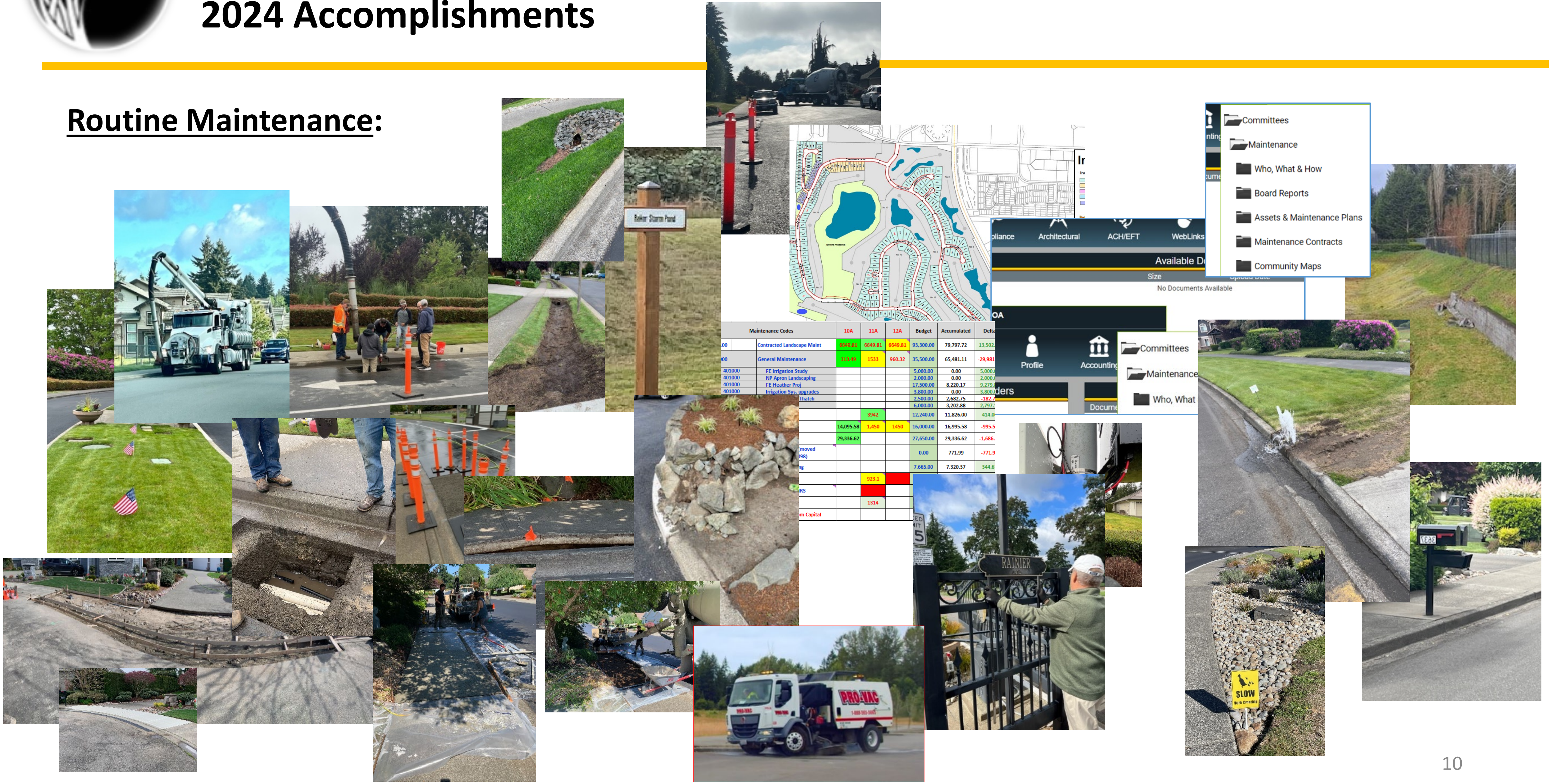


- ***Better ISGC relationship***
  - ✓ Meetings with GC management to coordinate work and better-define responsibilities

Maintenance Committee

2024 Accomplishments

Routine Maintenance:



Maintenance Committee

2024 Year End Projection

Projected to Finish *Under budget* ($15.90 Operations & $29.80 CEF)

Maintenance Committee

2025 Focus

- Continue to *IMPOVE 5 AREAS OF FOCUS*
    - Entrances & gate islands
    - Irrigation
    - Common property look & feel
    - Streets
    - ISGC / HOA relationship
- Continue to develop a *"STANDARD OF CARE" & ASSOCIATED "BASELINE BUDGET"*
- Establish and implement a *FENCE LINE MAINTENANCE PLAN*
- Find *COST IMPROVEMENTS* by utilizing data and brainstorm session (maintain the "standard of care")
- Continue to *DOCUMENT SYSTEMS, PROCESSES, MAINTENANCE PLANS & MAPS*
- *UPDATE RESERVE STUDY* to reflect maintence plans
- Work to improve *COMMUNITY COMMUNICATIONS*
- Continue to work on nature preserve frontage/Transition Park *(DEVELOP LONG TERM PLAN)*
- Establish and implement a *PLANTER MAINTENANCE PLAN* (sub-committee, contract. ???.)

ISHOA Maintenance Committee

Thank You!

Your Maintenance Committee: Jeff Gochenour, Bill Moseley,
Tim Johnson, Dan Weiss, Ward Forrer, Guy Grayson, Susan McColley,
Bill McClanahan, Rich O’Connell & Gordon Jackson

Happy Holidays

Indian Summer HOA
Pet Committee

Indian Summer Pet Committee

Minutes and Report - Meeting held at 1:30 p.m., November 4, 2024

Attending – Doug Allen, Janet Boselly, Maggie Hawkinson, Nancy Watkins, Chair and Bill Moseley, Board Liaison

The Pet Committee received a suggestion from a resident to develop a reservation system (using donated technology) that would allow individuals to reserve time at Chambers Park to close the gate and run their dog off-leash, independent of the Dog parties currently held. Without a Pet Committee rep being there, the committee decided that the liability would ultimately fall on ISHOA. Also, maintaining a reservation system for the park may also cause a request for use from outside of the ISHOA community.

The committee reviewed and closed a recent pet complaint filed by a dog owner. They also reviewed the existing information provided to new and existing homeowners regarding Pet related Policies and CC&Rs. After discussion, the committee decided to distribute an article on 'How to Read a Dog's Body Language' and an introduction to the guidelines that apply to our dog-friendly neighborhood.

While reviewing Pet Policies, it was agreed that it was cumbersome and unnecessary to have the Compliance Committee involved in resolving Pet Complaints. However, all agreed that there is a need to have two members from the Pet Committee participate in personally responding to a pet complaint. The Chair will determine who will respond and all follow up will be shared with the Pet Committee and the Board of Directors.

Committee members also reviewed input submitted to the CC&R Rewrite Committee and agreed to submit a recommendation to allow for a homeowner to place a fence along the **property line** on backyards that border the golf course, if and when the 30 foot setback is removed.

Future Dog Parties will be scheduled for November and December and committee members will take turns hosting the events. All events will be weather dependent.