



Indian Summer HOA Board of Directors
Board of Directors Meeting – Third Monday of Each Month, 5:30pm
President, Vacant
Vice President, Gordon Jackson
Treasurer, Bill Moseley
Secretary, Janet Charles
Member At-large, MaryAnne Lindeblad

Meeting Date: Monday, April 21st, 2025
Meeting Time: 5:30 PM
Meeting Location: Indian Summer Clubhouse and on Zoom

Meeting Minutes

1. Call to Order – Gordon @ 5:32pm
2. Roll Call : Janet Charles, Maryanne Lindblad, Bill Moseley, Gordon Jackson;
VIS – Nicole Eby, Bella Stupina, See sign in sheet
3. Approval of the Agenda - **Motion to approve with changes 1st Maryanne, 2nd Janet, All 4**
 - a. Adjustments: Move financial report under the committee reports
4. Approval of the Minutes from the Board Meeting of March 17th, 2025 – **Motion 1st Bill, 2nd Janet, All 4**
5. Treasurer's Report – **Motion 1st Maryanne, 2nd Janet, All 4**
6. Homeowners' Forum (20 Minutes) – NONE
7. Committee Briefings
 - a. Ad-Hoc CC&R Rewrite Committee: Mike Brauser, Chair - Attached
 - b. Architectural Review Board: Linda Kaszycki, Chair - Attached
 - c. Communications: Kathie Torgison, Chair – Attached
 - i Correction to calendar – work session scheduled May 5th
 - ii Janet will be sending Eblast to Kathie about Spring reminder (ARB/Compliance)
 - iii Bill suggested to loop security into emergency updates – this will be discussed at next communication committee meeting
 - d. Social Committee: Janet Charles, Board Liaison
 - i Survey received 96 responses; average years lived here from those responses 11.8years
 - ii Events are being enjoyed, suggestions for activities such as game nights, block parties
 - iii Report cloud attached
 - e. Maintenance Committee: Jeff Gochenour, Chair – Attached
 - i **Motion: Sidewalk Panel Replacement:** Complete panel replacements throughout the community by Olympia Concrete Inc, **quoted at \$11,500 from Reserves**
 - ii **Motion: Fence line clearing behind homes on Fairway @ 7:** Competitively bid with 3 bidders: Low bidder **was \$4,365 w/tax from Reserves** (last fence line clearing)
 - iii **Motion: Phase II of Swale Plan:** Swale upgrades @ addresses 6133, 6439, 6426 & 6438 Troon Lane – **Total Cost \$9,300 w/tax from Reserves**
 - iv **All three Motions approved together 1st Bill, 2nd Maryanne, All 4**

- f. Nature Preserve: Cal Early, Chair- NA
- g. Pet Committee: Nancy Watkins, Chair
 - i One complaint has come in and been closed out
 - ii Planning a summer event
 - iii Lawn doodles pick increase to biweekly, back to every 3 weeks in fall/winter
- h. Security Committee, Jeanne Johnson, Chair – Attached
 - i Work Session date change effects Roblees – Jeanne will see if they can attend new date
 - ii Meeting date on report of April 24th – clarified to be April 22nd
- i. Compliance Committee: (Vacant; BOD acting as committee) - NA
- j. Finance Committee Report, Roselyn Marcus, Chair – NA

8. Unfinished Business: Action, Discussion, Information

- a. **Upcoming BOD, Committee Chair and Sub-HOA President meeting 4/24/2025**
 - i All Committees to discuss and put projects and ideas in place
- b. **4/2/2025 meeting of Board with VIS management to clarify financial reports**
 - i Successful Meeting
- c. **The contract with VIS management expires this year and the Board is developing an RFP to issue to find our next contractor. The Board will be holding closed meetings to manage the RFP, consider and select potential candidates, and contract with the successful applicant.**
 - i VIS can apply at same time as other management companies
- d. **Brief update on recent Resident Survey**
 - i To be sent out

9. New Business

Discussion/Information

Had 3 candidates submit information, one had come out with a letter. Has a lot of HOA experience in other states, Senior VP of a company, Gordon, believes they are fortunate to have him volunteer to the Board

- a. **Presentation of Board Candidate, David Skinner**

Action Items

- a. **Board Approval to nominate and seat David Skinner to the Board**
 - a. **Motion – 1st Bill, 2nd Maryanne, All 4**
 - b. David Spoke about his experiences
 - c. Positions to be discussed in work session

10. Board Member Comments

- a. Good of the order
- b. President's closing remarks
- c. Notice of next month's board meetings
 - i Board working session – Monday, May 5th @ 5:30PM, Club House (open)
 - ii Board Meeting – Monday, May 19th @ 5:30PM, Club House (open)

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) -NONE

12. Adjournment Motion 1st Janet, 2nd Maryanne, All 4

Sign In Sheet 1810 A Board Mtg

Date April 21, 2025

Name	Address	Do you wish to speak during homeowners comments?	
Loraine Glover	6919 Jarvisdale, DC		No
Gina Ellis	4123 Stonehaven Ln SE		No
Lynne Miller	7345 Ashdown Ln SE		No
Donna Korman	3914 Pleasant Ln		Yes
Mike Brauser	3810 Kinsale		No
Betty & Jim Zepolis	3926 Prestwick Ln SE		No
Lynne Selover	4310 Crestview		No
Loraine Price	4318 Prestwick Ln SE		No
Christ Skinner	4016 Muirfield Ln SE		No
David Skinner	4012 Muirfield Lane SE		No
Kathie Teraison	3903 Prestwick		
Bill Mc Clanahan	5806 Ashbourne		Only if called on
Mary Weiss	4302 Prestwick Ln SE		No
Betty Selover	4312 Prestwick		No
Nancy Watkins	6504 Troon		No

Report to the Board
CC&R Committee
April 21, 2025

The CC&R Rewrite Committee met on March 29 and April 12. The primary focus on both meetings was the finalization of presentation materials that we will use to brief the Board on the proposed amended Bylaws and CC&Rs.

The Committee is also preparing a package of additional revisions to the draft Bylaws and CC&Rs. John Burleigh will be asked to include these revisions at the same time he updates the draft documents to conform them to the 2025 amendments to WUCIOA (RCW 64.90) when they become law. The Board Briefing will include the most recent information available on the amendments and proposed revisions.

Most of the Committee's additional revisions are technical adjustments but a few are worthy of mention. These include changes in the term of office and the number of Board members, Board and committee relations, and requirements for the operation of committees.

MEETING MINUTES

ARCHITECTURAL REVIEW BOARD (ARB)

Date: APRIL 10, 2025

Time: NA - CANCELLED

Meeting called to order by: Linda Kaszycki

In attendance

MEETING CANCELLED DUE TO SCHEDULE CONFLICTS – EMAIL UPDATES SENT OUT TO ARB

REPORTS

- ARB applications increasing due to Spring & Summer seasons. New applications received and processed for tree removals, pavers, landscaping and exterior paint and home repairs.
- ARB is current in processing new applications and final inspections
- New business
 1. New Build on Turnberry status – foundation and garage floor concrete poured
 2. ARB members upcoming (known) vacations to add to Basecamp calendar

MEETING ADJOURNED AT – NA

Next meeting

MAY 8, 2025

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Communications Committee Report

APR 10, 2025

- Emphasis this past month was informing residents of new repair schedules for Bellavita and Chehalis Trail gates, as well as opportunity to take a new “Resident’s Interest Survey.
- Website registered 97 hits for rolling 7-day period.
- Total of 8 SMS messages were sent for 1st quarter 2025 (1 in Jan, 2 in Feb, & 4 in Mar).
- Paid 1st quarter invoice of \$240 from account 400060 to Splango who hosts the SMS service.
- HotNews was continuously updated with date and timestamp advising of street closures when gate repairs were scheduled (and re-scheduled due to weather).
- Multiple reminders to take Survey were posted on website, Indian Summer Neighbors FB, in addition to the VIS portal.
- VIS E-blast, HotNews & Survey signs were posted as needed.
- Met with Dan Weiss from Maintenance committee on Mar 28th to assist formulating preferred methods of communication when emergencies arise. A protocol was established and submitted to Dan and on March 31st.

- Maintenance Chair Jeff Gochenour & board liaison Bill Moseley and I met on Apr 10th to discuss the protocol.
- Hosted a planning session on Apr 9th for website upgrade with committee member Melissa Watkins. Framework and approval for upgrade was agreed upon. Enhancements will be ready in July.
- Melissa Watkins will transition to webmaster in July.

Many thanks to Melissa Watkins, Jeanne Johnson and Julie & Mark Brown for their help with all these issues!

Kathie Torgison, chair

community

location
safety
quiet
gated
neighbors

landscaping
common
safe
security
friendly
golf

peaceful
people
HOA
nature
neighborhood
preserve
respectful

maintained
clean
quality

walkability
beauty



MAINTENANCE COMMITTEE BOARD REPORT

April 8, 2025

Committee members: (unavailable for this meeting):

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

OPENING COMMENTS:

- * The meeting followed the agenda below:

AGENDA	
Maintenance Committee Meeting	
4/8/2025 (3:00 to 4:30)	
o	Contracted Work List Review (20 Mins) - Team
o	Status ongoing, review completed & upcoming Projects.
o	Project List Review (30 mins) - Team
o	Review of Active Administrative Projects
o	Review of Active Stand-Alone Focal Projects
o	Performance to Budget (5 mins) - JAG
o	Invoice Tracking, performance to budget
o	VIS Financials (reconciled)
o	Reserve Funded Projects Status (15 mins) - Focal
	(Title, Description, Reserve Study details, Cost)
o	Swale upgrades Phase II
o	Fairway 7 Fence line Clearing
o	Concrete Slab Replacements
o	Cost Savings "Tee Off" activity (10 mins) – DW
o	Group discussion (10 mins) – JAG
o	"See Something say Something" Success Story!
o	Zoom Meeting Username and PW
o	Left Of NP clearing for Rich
o	LGL Invoice Split
o	Communication Guidelines for MC Communication
o	Around the Room (5 mins)
o	Adjourn

CONTRACTED WORK:

Landscape Maintenance Contract (BM)

- * Drive through 4/7. Crack weeds in future. Have completed Common area herbicide application. Will do NP frontage herbicide applications, will limb up Kinsale Cedar, tree at Fairway at 7 and fir over walks at hole 9 crossing. Will also replace small dead tree along fence line at Fairway at 7.
- * In addition, their SOW was clarified

Irrigation Maintenance (WF):

- * Water will be turned on April 15th of 2025
- * Irrigation “start up” to be scheduled
- * Will verify planters are irrigated and adjusted prior to 5/6

Street Sweeping (TJ):

- * 1st full Sweep completed. Next sweep TBD
- * Balancing sweeps with ALS spot cleaning

Backflow Testing (TJ)

- * To be scheduled ~ May

Storm Drain Maintenance (BMc)

- * To be scheduled ~ April/May
- * In addition, Phase II swale work will be authorized after Board approval of reserve funds
 - Dr Bill M will 1) obtain board approval

Retention/Storm Pond Maintenance (BMc)

- * Discussed schedules.

MISC. STAND-ALONE PROJECTS:

Historical Park (WW)

- * Misc. irrigation upgrades to be scheduled when water is on.

Swale Work (BMc)

- * Will be authorized after Board approval of Reserve Funds

Fence Line Clearing Behind Ashdown Homes (RO)

- * Completed
- * Bidding Fairway @ 7. Work will be authorized after bids are received and Board approves Reserve funding

Nature Preserve Clearing (RO)

- * Completed. ALS will spray for weeds

Handyman Services:

- * Damaged Mailbox and Post on Troon: Completed
- * Mailbox on Turnberry: Completed
- * Gate Lighting: Guy working with PS Lighting on solution for better gate lighting as relocation of accent landscape lighting ECD: TBD
- * Guard House water: Overarching Settlement reached Guy working

- with Spa owner to determine details of plan (best practices).
- * Sidewalks: Olympia Construction will grind lifts in 2025. We will review the current long-term plan and update as required
- * Bench Slats: new replacement ordered and will be installed when received ECD: Late-March
- * Acronym List: Completed and disseminated to group

MISC

- * Road Cracks Kinsale: Guy and Bill investigated. Bill will have Global crack seal later in the year
- * Starter Shacks Painting: Completed.

Landscape Enhancements:

- * Misc Daffodil bulbs: have been planted around the community for Spring Color and are beginning to bloom. When in bloom these planters will be placed around the community by our new Planter Maintenance sub-committee for Spring color.
- * Planter Hole 6: The new planter planted
- * Planter Maintenance Sub-Committee: Work continues readying planters for 5/6 planting

Street Light Replacement Plan:

- * Discussed need for a plan on when streetlights are replaced so we get a consistent “look and feel” throughout ISHOA.

Lacey Neighborhood Grant

- * Submitted to City
- * Project is phase 1 of a potential 4 phase project. Future phases will be included in the 2026 budget and coordinated with the board.

Administrative Projects:

- * Cost Reduction Exercise: continued newly documented process with several low hanging fruit cost ideas implemented
- * Maintenance Plans for all Assets: In work ECD: As time permits
- * Annual Meeting Story Boards: In work ECD: As time permits
- * Update maps and Vis Portal: In work ECD: As time permits
- * Update all 2025 Contracts: Completed and sent to VIS to archive
- * Contractor Speed Letters: Completed and sent to Contractors
- * Topic Lists for Committee Chair meeting of 4/24: Completed,

2025 PERFORMANCE TO BUDGET: *BELOW ARE 2025 AMOUNTS BASED ON INVOICES RECEIVED AS OF 4/8/2025.*

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	21,350.00	5,450.22	15,899.78
400910		Water	29,000.00	0.00	29,000.00
401000		General Maintenance	18,000.00	4,486.75	13,513.25
	401000	Dump Site Cleanup	8,395.00	8,392.05	2.95
	401000	Aerate Overseeding	2,100.00	0.00	2,100.00
401001		Street Sweeping	4,000.00	0.00	4,000.00
401098		IRRIGATION & REPAIRS	15,000.00	819.48	14,180.52
401100		Contracted Landscape Maint	93,000.00	30,957.36	62,042.64
401360		Catch basin Cleaning	8,500.00	0.00	8,500.00
401362		Storm Pond Maintenance	12,500.00	0.00	12,500.00
TOTALS			211,845.00	50,105.86	161,739.14



Indian Summer HOA

Security Report

March 2025

Gates:

Received from Insurance Claim 24247333

March 4th 6984.35

April 3rd 6190.09

Total Insurance 13174.44

GL 400741 -1000.01

GL 401022 1000.01

Need to transfer the \$1000.01 to zero out.

Rainier exit gate will be repaired on 4-14-2025.

Cameras:

Jeanne, CJ & Bill met with John Peterson, President & COO of Robblee's for a presentation on new cloud hosted camera system that will cover the entry/exit gates. This includes an additional LPR license that will create a searchable license plate database. It will also include a new wireless network from the guard shack to both the Bellavita and Troon Gates.

We will need to provide a high-speed internet connection at the Guard Shack and at the Rainier Gate. This is proving to be a challenge.

Cameras will carry a 10-year warranty with an active subscription.

We have invited John to come back and present to the entire board at the April work session on 5-12-2025.

We have been given the name of a community that has had an Avigilon Alta camera system installed for their main gate that included a license plate camera. They are also using Starlink for their network connection. We will be making contact with them.

Working with the Maintenance Committee

New address for the Guard House:

5808 Troon Lane SE, Olympia, WA 98501 will put house numbers on the bldg.

Will put No Solicitation Signs:

Identical signs at all three gates, right now, they are only at Rainier and Bellavita

Work in progress:

Thurston County:

Address for the Guard House

Comcast Business

We need address location so we can obtain faster hi-speed internet for better camera speeds.

We will be getting 150/50 M

Currently we have 12/5 M

Traffic Logix

Working with them on several issues

Working on credit for last year as the camera located on Troon has never been Commissioned.

Working on getting the camera commissioned.

The Security Committee:

We are having our first meeting Tuesday April 24th at 6:30pm in the Board Room at ISG& CC