



RESIDENT HANDBOOK

GENERAL INFORMATION

1) Board of Directors

Indian Summer Home Owners' Association is governed by 5 Board of Directors elected each year at the Annual Meeting, which is usually held in November of each year. Each Director is elected for a two-year term; the terms are staggered so not all positions turn over at once.

Meeting of Directors

The Board currently meets on the 3rd Monday of each month, beginning at 10:30 am, and the meetings typically last 1-2 hours but can run longer. The meetings are held in the Indian Summer Golf Course Club House. Homeowners are welcome to attend and address the Board at the beginning of each meeting; questions or comments can also be submitted via email: tacomahoa@vantagecommunities.net

2) Committees

Architectural Review Board: The Board reviews initial construction and requests for modifications to the exterior of homes and lots. All modifications to the exterior of the home or landscape must be approved in advance by this Board. To obtain an Application, go to the ISHOA.org and click on forms, or contact Vantage.

Communications Committee: The Committee is responsible for written communications that keep residents informed on important matters in the community, such as updating the ISHOA.org website, writing and distributing the newsletter, updating this Resident Handbook, writing policy, and designing forms and flyers, brochures, etc.

Community Liaison Committee: The Committee welcomes new residents and organizes the annual meeting, the annual community-wide garage sale, and social events, such as the summer picnic and the holiday party.

Compliance Committee: The Committee handles complaints and performs monthly checks of all ISHOA residences to ensure homeowners are complying with standards in HOA rules for maintaining the exteriors of homes as well as yards.

Financial Advisory: (information coming soon)

Maintenance Committee: The Committee is responsible for maintaining all common areas of Indian Summer including the streets, sidewalks, landscaped areas, storm water basins and retention ponds, as well as the installation of mail boxes.

Nature Preserve: The Committee maintains the trail through the Preserve and promotes visitation using signs and interpretive information posted on the bulletin board at the southern entrance on Prestwick.

Pet Committee: The Committee assists the Board in promoting good pet citizenship in Indian Summer.

Security Committee: The Committee is responsible for ensuring the safety of the residents by maintaining the gates, overseeing the guardhouse and the night patrol.

MAINTENANCE OF COMMON AREAS

Property owned by the Association is maintained by the Association. This includes entrance signs, gates, mailboxes, roads, and common area landscape. Homeowners should not provide maintenance to these areas or make improvements or changes without prior Board approval.

MAINTENANCE OF HOMES/LOTS

For the protection of all homeowners and to maintain property values, all homes must be maintained in a manner that enhances the community. The Compliance Committee regularly inspects, and/or has the management company inspect, the community for areas of concern. Any concerns will be brought to the homeowner's attention either verbally or in writing. In the event a homeowner does not comply with the Association's request, the Association will take action as provided in the CC&Rs.

SECURITY

Pacific Coast Security provides guard service and roving patrols. The guardhouse hours are (as of this writing) 6:30 am to 4:30 pm Monday through Friday and 8:30 AM to 4:30 PM Saturday (closed Sunday). The guards screen all people entering Indian Summer. Vehicles without decals must stop at the guardhouse. These vehicles are logged in for security purposes. Please inform guests they will be asked their name, name of resident visiting, and have their vehicle license number recorded.

Pacific Coast Security has a 24 hour manned dispatch center for non-guard hours. A patrol car will be dispatched if needed. In case of non-life threatening issues (speeding cars, unapproved solicitors, etc.), please call:

Guardhouse 360-438-9256

Pacific Coast Security 360-754-1708

Gate Information

- Remote Access: To obtain an RFID tag, contact Vantage Community Management at 360-455-4464. The cost is \$15.00 per RFID.
- Vantage will issue a 5 digit key code to enter the gate in case you are in a vehicle without

an RFID. It works on the key pad of any gate. Do not give this code to anyone. If you have a housekeeper, gardener etc., contact Vantage and they will issue you a temporary access code.

- When you have a guest arriving, they will look up your last name on the directory above the key pad. When your name is highlighted, they push "CALL" and this will ring your phone. You press 9 and the gate will open for them. Provide Vantage a local phone number when you obtain your RFID.
- The current access code for the Chehalis Western Trail sidewalk gates is 8325 (do not enter # first).
The Chehalis Western Trail street gates are opened automatically by your vehicle. Your personal gate access code does not work on these gates.

Forms at the Guardhouse:

Guest Parking Permit: Overnight street parking by residents is not permitted in Indian Summer, but guest vehicles *with a valid permit* are allowed to park on the street overnight. Parking permits are issued by the Guardhouse and are valid up to seven days. Place the permit on the dashboard behind the windshield on the driver's side. Non-permitted vehicles will be issued a citation and may be towed.

RV Parking Permits: Residents may obtain a permit from the Guardhouse to park their personal recreational vehicles at their residences for a period of up to 72 hours for the purpose of maintaining, washing, loading and unloading the vehicle. Such vehicles may not be parked for the duration of the 72 hour permit, but instead, for the shortest period necessary to accomplish these purposes. Residents may obtain a permit from the Guardhouse for their guests to park their motor homes at the residents' dwellings for a period not to exceed 7 consecutive days.

Place the permit on the dashboard behind the windshield on the driver's side. Non-permitted vehicles will be issued a citation and may be towed.

Vacation Form: If you plan to be gone on vacation for an extended time, please fill out a Vacation Form. It will provide Security with contact information in the event of an emergency. Obtain the Vacation Form at the Guardhouse or on ISHOA.org click "Form" on the navigation bar, and click on Vacation Form. Turn the form into the Guards (6:30-4:30 Monday-Friday; 8:30-4:30 Saturday).

General Safety

For the sake of joggers, bicyclists, and other drivers, please obey the stop signs in Indian Summer. The speed limit is 25 mph.

INDIAN SUMMER GOLF COURSE

Indian Summer Home Owners' Association is separate from Indian Summer Golf and Country Club. Only members of Indian Summer Golf and Country Club who have checked into the pro shop may use the course. Residents are not allowed to use the golf course for any purpose; no dog walking and no walking on cart paths is allowed and children are not allowed to play in the fairways, sand traps, or ponds.

CHEHALIS WESTERN TRAIL

The gates that lead to this trail are located on Prestwick Lane next to the Fairway at Seven Townhomes, and in The Links. The large swing gates are for vehicles. If you drive through these gates, please be observant of pedestrians/bicyclists on the trail. There are also smaller slider gates for pedestrians, bicyclists, golfers and golf carts. Code: 8325 (do not enter # first)

PETS

Please keep animals off residents' and golf course property. Have your animal leashed at all times. Be considerate of residents and respect their property as you would want your property respected. Residents are required to have their own pet disposal bags; the pet bag disposal stations that are located throughout Indian Summer are for emergencies only. All pet waste must be disposed of in your garbage.

PROPERTY AND OTHER AREA CONTACTS

Vantage Community Management 360-455-4464, ext. 101
tacomahoa@vantagecommunities.net

Indian Summer Golf and Country Club 360-923-1075
kevinm@indiansummerglf.com
(General Manager)

Indian Summer Guardhouse 360-438-9256
summer2017@gmail.com

Puget Sound Energy 1-888-225-5773
customercare@pse.com

Comcast (Cable) 1-800-934-6489

LeMay-Pacific Disposal (Garbage) 360-923-1111