

Bo of Dir.  
1-18-2012

AGENDA  
Sunday Harbor Community Association  
Board of Director Meeting  
Wednesday, January 18, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

II. ATTENDANCE

III. APPROVAL OF MINUTES

Approval of Minutes of Board of Director meeting held October 19, 2011.

IV. FINANCIAL REPORT

Thelma Damon to address directors re past due dues.

Financial report ending 1-15-2012.

Transfer of funds for continuing park improvements.

V. UNFINISHED BUSINESS

Update park improvements

Picnic shelter - Leah Keizer  
Report on concrete floor

Signs – Leah Keizer

Barbecue stand – Darrell Hubbs  
Report on research of metal work shops for quotes to build barbecue stand.

Park road maintenance – Maria Wilson  
Maria Wilson to contact Dave Arseneau for quote for weed control of the park road on regular basis.

Sale of riding lawn mower – Dee Hibbeler

Progress report.

**VI. NEW BUSINESS**

Association Annual Meeting April 2012.

Neighborhood Cleanup Day

Election of directors 2012

Plans for continuing park improvements

Gravel park road

**VII. OLD BUSINESS**

**VIII. ADJOURNMENT**

**IX. Dee Hibbeler**

Secretary

# Sunday Harbor Community Association Customer Balance Summary As of January 15, 2012

	<u>Jan 15, 12</u>
Armando/Julie Gomez	90.00
B. Claire Medlenka Fitzgerald	20.00
Bradley J. Curtwright	296.80
Chad Fitzsimmons	80.00
Christopher Brown/Tina Sorensen	80.00
Colette Jalbert	201.00
Donald G. Tinney, Jr.	80.00
Gary/Kathy Nazworth	10.00
Gregory J. Babcock	1,686.23
Jason A. Blair	80.00
John/Thelma Damon	296.80
Leo Puterman	670.79
Marjorie Knight	684.92
Michael/Lida Francik	-50.00
Nathan/Ashley Prewett	80.00
Patrick F. Armijo	633.45
Peter Woolery	201.00
Robert Hudson	80.00
Robert/Patricia Ivanhoe	120.00
Scott Nicholson	10.00
Terrence Betts	80.00
Timothy/Catherine Lederman	20.00
<b>TOTAL</b>	<b><u>5,450.99</u></b>

### CURRENT YEAR

### TWO YEAR LATE

### THREE YEAR LATE

ARMANDO GOMEZ  
 CHAD FITZSIMMONS  
 NATHAN PREWETT  
 ROBERT HUDSON  
 PATRICK IVANHOE  
 TERRENCE BETTS

COLETTE JALBERT  
 PETER WOOLERY

JOHN DAMON

### LIENS FILED

PATRICK ARMISO  
 GREG BABCOCK  
 LEO PUTERMAN  
 MARJORIE KNIGHT - BANKRUPTCY  
 BRADLEY CURTRIGHT

### FORECLOSURES

CHRISTOPHER BROWN  
 DON TINNEY  
 JASON BLAIR

### LATE FEES

FITZGERALD  
 NAZWORTH  
 NICHOLSON  
 LEDERMAN

FINANCIAL REPORT

1/15/2012

Checking account - Banner Bank balance 12/31/2011	3,197.91
Less advance dues (Francik) for FY 2012-2013 deposited	- 50.00
Less payment for cement floor in picnic shelter	-2,454.00
Less postage for past due dues statements	- 8.80
Plus transfer from Park Improvement Fund	<u>2,726.41</u>
Checking account – Banner Bank balance 1/15/2012	3,421.52
Tax reserve account 12/31/2011	1,088.98
Park improvement account 12/31/2011	3,259.21
Less cement floor in picnic shelter	-2454.00
Signs, misc supplies	<u>-272.41</u>
(Transfer to checking)	2,726.41
	532.80
Savings account 12/31/2011	9,958.51
Helping Hands Fund 12/31/2011	500.00
<hr/>	
Checking account balance on hand to meet budget 1/15/12	\$3,421.52
Remaining payables to June 30, 2012	<u>2,667.40</u>
	\$ 754.12
Dues not collected this FY to 1/15/2012 = 17 @ 50.00	\$ 850.00

**SUNDAY HARBOR COMMUNITY ASSOCIATION  
PROPOSED BUDGET FOR FISCAL YEAR 2011-2012**

**INCOME**

Proposed dues \$50.00 per lot x 112 lots (This budget is based on 100% participation of all lot owners)	\$5,600.00
Dues collected by 1/15/12    95 x \$50.00	----- 4,750.00
Outstanding    1/15/2012    17 x \$50.00	850.00

<u><b>EXPENSES</b></u>	<u><b>Date Due</b></u>	<u><b>Date Paid</b></u>	<u><b>Amount Paid</b></u>
Annual Report – Sec of State	10.00	July	Jul 2011    10.00
Liability insurance	1,700.00	Sept	Aug 2011    1,691.00
Accountant – tax preparation	200.00	Sept	Sep 2011    165.00
Park maintenance (mowing, weed eating)	1,240.00	Monthly	July 2011    310.00 Aug 2011    140.00 Sep 2011    390.00
Secretarial services	600.00	1/2 Dec 1/2 Jun	
Bookkeeping services	600.00	1/2 Dec 1/2 Jun	
Taxes – Tract A (The Park)	350.00	April	
Meeting room for General Meeting	100.00	April	
Office supplies (stamps, envelopes, etc) supplies (Neighborhood cleanup)	500.00	--	203.56 23.04
P.O. Box rent	100.00	May	
Fees for filing and releasing liens	125.00		
Transportation costs (@ \$0.45 per mile)	75.00	--	
<b>Total expenses</b>	<b>\$5,600.00</b>		<b>\$2,932.60</b>

Bo of D.R  
2-15-2012

**AGENDA**  
Sunday Harbor Community Association  
Board of Director Meeting  
Wednesday, February 15, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

II. ATTENDANCE

III. APPROVAL OF MINUTES

Approval of Minutes of Board of Director meeting held January 18, 2012.

IV. FINANCIAL REPORT

Report on Damon dues

Financial report ending 2-13-2012.

Transfer of funds for continuing park improvements.

V. UNFINISHED BUSINESS

Update park improvements

Barbecue stand – Darrell Hubbs

Report on research of metal work shops for quotes to build barbecue stand.

Park road maintenance – Maria Wilson

Maria Wilson to contact Dave Arseneau for quote for weed control of the park road on regular basis.

VI. NEW BUSINESS

Update Association Annual Meeting April 28, 2012.

Neighborhood Cleanup Day

Election of directors 2012

Plans for continuing park improvements

Gravel park road

VII. OLD BUSINESS

VIII. ADJOURNMENT

**MINUTES**  
Sunday Harbor Community Association  
Board of Director Meeting  
Wednesday, January 18, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

The meeting was called to order at 6:35 p.m. by President George Keizer, Jr.

II. ATTENDANCE

George Keizer, Jr., President	present
Leah Keizer, Vice President	present
Erin Carampot, Treasurer	present
Dee Hibbeler, Secretary	present
Darrell Hubbs, Director	absent, unexcused
Sharon Schouten, Director	absent, unexcused
Maria Wilson, Director	absent, excused
Thelma Damon, member guest	present

III. APPROVAL OF MINUTES

Erin Carampot moved to approve the Minutes of Board of Director meeting held October 19, 2011. Seconded. Carried

IV. FINANCIAL REPORT

Thelma Damon to address directors re past due dues.

Thelma Damon made her appeal to the directors giving illness of John Damon and insufficient funds as the reason for non-payment of dues. She was advised they would be notified of the decision of the directors and excused.

Erin Carampot moved to not excuse payment of the delinquent dues as association membership is a requirement of ownership in Sunday Harbor and to offer the following plan to bring their dues current:

*A payment of \$20.00 is to be made by February 10, 2012.*

*A payment of \$10.00 per month beginning March 1, 2012, and received no later than the 15<sup>th</sup> of each month shall be made until the account is current.*

*The late fees and interest will be forgiven at such time as the amount of the dues owing is brought current.*

*If they default on this plan, a lien will be filed with the county for the full amount owing as they were notified previously.*

Motion seconded and carried.

It was moved by Leah Keizer to purchase from the "Helping Hands" fund a \$40.00 gift certificate from Cost Cutter grocery store to give to the Damons. Seconded. Carried.

Financial report ending 1-15-2012.

It was moved by Dee Hibbeler to approve the financial report. Seconded. Carried.

Transfer of funds for continuing park improvements.

It was moved by Dee Hibbeler to delay consideration of additional park improvement funds to the February 15, 2012, meeting.

V. UNFINISHED BUSINESS

Update park improvements

Picnic shelter - Leah Keizer

Leah reported the cement floor in the picnic shelter had been poured. Also, that the vandalism of the new cement and paint on the pillar had been reported to the Sheriff's office.

Signs - Leah Keizer

Leah reported that the signs for the park had been purchased, that the Sunday Harbor sign had been installed on the front of the bulletin board and that George would be installing the other signs soon.

Barbecue stand - Darrell Hubbs

Report on research of metal work shops for quotes to build barbecue stand. No action. Darrell was absent from the meeting.

Park road maintenance - Maria Wilson

Maria Wilson to contact Dave Arseneau for quote for weed control of the park road on regular basis.

No action. Maria was absent from the meeting.

Sale of riding lawn mower - Dee Hibbeler

Progress report.

Dee reported that the ad had been placed in the Northern Light and one response was received with an offer of \$400.00.

It was moved by Dee Hibbeler to take no action at this time and to run additional ads (Bellingham paper and Craig's List) in the spring. Seconded. Carried.

## VI. NEW BUSINESS

### Association Annual Meeting April 2012.

It was moved by Dee Hibbeler to set Saturday, April 28, 2012, 10:00 a.m. as the Annual Meeting date. Seconded. Carried.

Directors to bring back to the next director meeting suggested meeting sites.

### Neighborhood Cleanup Day

Leah Keizer requested a date not be set at this time and be considered at the next meeting.

### Election of directors 2012

There will be four two-year director positions to be filled at the Annual Meeting in April with the following directors terms ending April 2012:

Erin Carampot  
George Keizer, Jr.  
Sharon Schouten  
Maria Wilson

### Plans for continuing park improvements

Gravel park road

Decision to gravel the park road postponed to February 15, 2012.

## VII. OLD BUSINESS

## VIII. ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

Dee Hibbeler  
Secretary

# Sunday Harbor Community Association Member Balance Summary As of February 13, 2012

	Feb 13, 12
Armando/Julie Gomez	90.00
B. Claire Medlenka Fitzgerald	20.00
Bradley J. Curtwright	296.80
Chad Fitzsimmons	80.00
Christopher Brown/Tina Sorensen	80.00
Colette Jalbert	201.00
Donald G. Tinney, Jr.	80.00
Gary/Kathy Nazworth	10.00
Gregory J. Babcock	1,686.23
Jason A. Blair	80.00
John/Thelma Damon	276.80
Leo Puterman	670.79
Marjorie Knight	684.92
Michael/Lida Francik	-50.00
Nathan/Ashley Prewett	80.00
Patrick F. Armijo	633.45
Peter Woolery	201.00
Robert/Patricia Ivanhoe	120.00
Scott Nicholson	10.00
Terrence Betts	80.00
Timothy/Catherine Lederman	20.00
<b>TOTAL</b>	<b><u>5,360.99</u></b>

ONE YEAR

GOMEZ  
FITZSIMMONS  
BROWN  
TINNEY  
BLAIR  
PREWETT  
BETTS

TWO YEAR

JALBERT  
IVANHOE  
WOOLERY

THREE YEAR

DAMON (CONTRACT)  
TO PAID

LIENS

CURTRIGHT  
BABCOCK  
PUTERMAN  
ARMITO  
KNIGHT

FORECLOSURES/BANKRUPTCY

TINNEY  
BLAIR  
BROWN  
KNIGHT

LATE FEES

FITZGERALD  
NAZWORTH  
NICHOLSON  
~~BETTS~~  
LEDERMAN

FINANCIAL REPORT

2/13/2012

Checking account - Banner Bank balance 1/31/2012	2,795.22
Less advance dues (Francik) for FY 2012-2013 deposited	- 50.00
Plus Damon and Hudson not deposited	<u>100.00</u>

Checking account – Banner Bank balance 2/13/2012 2,845.22

Tax reserve account 1/31/2012 1,088.98

Park improvement account 1/31/2012 532.80

Savings account 12/31/2011	\$9,998.51	
Plus 1/26/2012 payment	<u>248.54</u>	10,247.05

Helping Hands Fund 1/31/2012	\$ 500.00
Less \$40.00 Damon gift certificate	<u>40.00</u>

Helping Hands Fund 2/13/2012 460.00

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Checking account balance on hand to meet budget 2/13/12 \$2,845.22

Remaining payables to June 30, 2012 2,269.40

\$ 575.82

Dues not collected this FY to 2/13/2012 = 16 @ 50.00 \$ 800.00

Bo of Dir  
3-21-2012

**AGENDA**  
**Sunday Harbor Community Association**  
**Board of Director Meeting**  
**Wednesday, March 21, 2012, 6:30 p.m.**  
**4548 California Trail Road – Residence of Dee Hibbeler**

**I. CALL TO ORDER**

**II. ATTENDANCE**

**III. APPROVAL OF MINUTES**

Approval of Minutes of Board of Director meeting held February 15, 2012.

**IV. FINANCIAL REPORT**

Financial report ending 3-15-2012.

Budget 2012 - 2013

**V. UNFINISHED BUSINESS**

Update park improvements

Park road maintenance – Maria Wilson

Quote from Dave Arseneau on park road

**VI. NEW BUSINESS**

Update Association Annual Meeting April 28, 2012.

Neighborhood Cleanup Day

Election of directors 2012

**VII. OLD BUSINESS**

**VIII. ADJOURNMENT**

**MINUTES**  
**Sunday Harbor Community Association**  
**Board of Director Meeting**  
**Wednesday, February 15, 2012, 6:30 p.m.**  
**4548 California Trail Road – Residence of Dee Hibbeler**

**I. CALL TO ORDER**

The meeting was called to order at 6:32 p.m. by President George Keizer.

**II. ATTENDANCE**

George Keizer, Jr., President	present
Leah Keizer, Vice-President	present
Erin Carampot, Treasurer	present
Dee Hibbeler, Secretary	present
Darrell Hubbs, Director	present
Sharon Schouten, Director	absent, excused
Maria Wilson, Director	present
Deputy Z Reimer, Guest	present

Whatcom County Sheriff's Deputy Z. Reimer was present at the meeting to discuss current neighborhood concerns. He was asked to attend the Annual Membership Meeting and will do so if he is available.

**III. APPROVAL OF MINUTES**

Leah Keizer moved to approve the of Minutes of Board of Director meeting held January 18, 2012. Seconded. Carried.

**IV. FINANCIAL REPORT**

Report on Damon dues

It was reported by Erin Carampot that the Damons have begun making payments as presented to them by the Board of Directors.

Financial report ending 2-13-2012.

Dee Hibbeler moved to approve the financial report. Seconded. Carried.

Transfer of funds for continuing park improvements.

It was moved by Dee Hibbeler to transfer \$1,000.00 from the checking account to the Park Improvement Fund for future improvements. Seconded. Carried.

Suggestions for future purchases were barbecue stand, picnic table, gravel for the park road and a load of dirt to fill holes in the park grass.

V. UNFINISHED BUSINESS

Update park improvements

Barbecue stand – Darrell Hubbs

Report on research of metal work shops for quotes to build barbecue stand.

It was moved by Darrell Hubbs to purchase a barbecue stand and based on his research to abandon the idea of a barbecue stand made by a local metal shop. Seconded. Carried.

Park road maintenance – Maria Wilson

Maria Wilson to contact Dave Arseneau for quote for weed control of the park road on regular basis.

VI. NEW BUSINESS

Update Association Annual Meeting April 28, 2012.

It was reported by Dee Hibbeler that the Public Library Meeting Room had been secured for the Annual Meeting April 28, 2012.

Neighborhood Cleanup Day

Leah Keizer moved to have the next Neighborhood CleanUp Day on July 21. Seconded. Carried.

Election of directors 2012

It was announced by Dee Hibbeler, Secretary that there will be four vacancies for the next term of April 2012 through April 2014. Terms expiring – Erin Carampot, George Keizer, Jr., Sharon Schouten, Maria Wilson.

Plans for continuing park improvements

Maria Wilson reported that David Arseneau had not yet reported back regarding a quote for park road maintenance.

VII. OLD BUSINESS

VIII. ADJOURNMENT

The meeting was adjourned at 7:57 p.m.

Dee Hibbeler  
Secretary

9:19 AM  
03/21/12

Sunday Harbor Community Association  
Customer Balance Summary  
As of March 19, 2012

	Mar 19, 12
Armando/Julie Gomez	100.00
B. Claire Medlenka Fitzgerald	20.00
Bradley J. Curtwright	469.80
Christopher Brown/Tina Sorensen	90.00
Colette Jalbert	211.00
Donald G. Tinney, Jr.	90.00
Gary/Kathy Nazworth	10.00
Gregory J. Babcock	1,696.23
Jason A. Blair	90.00
John/Theima Damon	266.80
Leo Puterman	680.79
Marjorie Knight	694.92
Michael/Lida Francik	-50.00
Nathan/Ashley Prewett	90.00
Patrick F. Armijo	643.45
Peter Woolery	211.00
Robert/Patricia Ivanhoe	130.00
Scott Nicholson	10.00
Terrence Betts	90.00
Timothy/Catherine Lederman	20.00
<b>TOTAL</b>	<b>5,563.99</b>

ONE YEAR

Gomez  
Brown (Foreclosure)  
TINNEY (FORECLOSURE)  
BLAIR (FORECLOSURE)  
PREWETT  
BETTS  
IVANHOE

TWO YEAR

JALBERT  
DAMON (PAYMENT PLAN)

WOOLERY

LATE FEES

FITZGERALD  
NAZWORTH  
NICHOLSON  
LEDERMAN

LIENS

PUTERMAN  
KNIGHT (BANK RUPT)  
ARMISO  
CURTWRIGHT  
BABCOCK

SUNDAY HARBOR COMMUNITY ASSOCIATION  
PROPOSED BUDGET FOR FISCAL YEAR 2011-2012

INCOME

Proposed dues \$50.00 per lot x 112 lots (This budget is based on 100% participation of all lot owners)	\$5,600.00
Dues collected by 3/15/12    98 x \$50.00	4,900.00
Outstanding    3/15/2012    14 x \$50.00	700.00

<u>EXPENSES</u>	<u>Date Due</u>	<u>Date Paid</u>	<u>Amount Paid</u>
Annual Report – Sec of State	10.00	July	Jul 2011    10.00
Liability insurance	1,700.00	Sept	Aug 2011    1,691.00
Accountant – tax preparation	200.00	Sept	Sep 2011    165.00
Park maintenance (mowing, weed eating)	1,240.00	Monthly	July 2011    310.00 Aug 2011    140.00 Sep 2011    390.00
Secretarial services	600.00	1/2 Dec 1/2 Jun	299.00
Bookkeeping services	600.00	1/2 Dec 1/2 Jun	299.00
Taxes – Tract A (The Park)	350.00	April	
Meeting room for General Meeting	100.00	April	
Office supplies (stamps, envelopes, etc) supplies (Neighborhood cleanup)	500.00	---	212.56 23.04
P.O. Box rent	100.00	May	
Fees for filing and releasing liens	125.00		
Transportation costs (@ \$0.45 per mile)	75.00	---	
<b>Total expenses</b>	<b>\$5,600.00</b>		<b>\$3,539.60</b>

## FINANCIAL REPORT

2/29/2012

Checking account - Banner Bank balance 2/29/2012	3,016.22
Less advance dues (Francik) for FY 2012-2013 deposited	- 50.00
Checking account -- Banner Bank balance 2/13/2012	2,966.22
Tax reserve account 2/29/2012	1,088.98
Park improvement account 2/29/2012	1,532.80
Savings account 2/29/2011	\$8,998.51
Helping Hands Fund 2/29/2012	460.00
<hr/>	
Checking account balance on hand to meet budget 3/01/12	\$2,966.22
Remaining payables to June 30, 2012	2,060.40
	\$ 906.82
Dues not collected this FY to 2/13/2012 = 14 @ 50.00	\$ 700.00

**From:** david arseneau  
**To:** sundayharbor@earthlink.net  
**Cc:** ) DAVE  
**Date:** 3/17/2012 10:50:43 PM  
**Subject:** Park Road

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Good evening Dee,

There are a couple of different ways to make the park road more defined. Below I will list a few different scenarios, and are just estimates based on my best educated guess.

There are benefits for both the pavers and wood. This is a difficult project because using different products will determine the longevity and stability of the project.

Also, we have to think about how usable the road will be for vehicles. The edging could be placed 3/4 of the way down and the last 1/4 of roadway could be used for vehicles turning around??

In short, below is a rough estimate, as I would need to meet with you and get more specific details about the products and the best way to secure them.

Thank you for your time and patience.

Best regards,  
 David Arseneau

Park road is Approximately 260 ft long on each side, totaling 520-550ft

**Northstar Pavers:**

String 15.00

plastic 75.00

sand 60.00

concrete pavers 720.00 - 1100.00

edging for pavers to hold pavers in place (optional) 1000.00

Hauling 100.00.00

Labor 1500

Total\$ 2470.00 or 3470 with edging support

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**Home Depot Pavers:**

String 15.00

sand 60.00

plastic 75.00

concrete pavers 185.00

edging for pavers to hold pavers in place (optional) 1000.00

Hauling 100.00.00

Labor 1500

Total\$ 1935.00 or 2935.00 with edging support

**Home Depot - Cherry Tones:**

String 15.00

plastic 75.00

Cherry tones (landscaping - wood) 261.60

rebar to secure cherry tones 185.00

Hauling 100.00.00

Labor 1500

Total\$ 2136.60

FINANCIAL REPORT

6/30/2012

Checking account - Banner Bank balance 6/15/2012	2,978.81
Less advance dues for FY 2012-2012 12 x 50.00	-600.00
<u>- 600.00</u>	

Checking account – Banner Bank balance 6/15/2012 **2,378.81**

**Tax reserve account 6/15/2012 1,088.98**

**Park improvement account 6/15/2012 1,532.80**

<b>Savings account 6/15/2012</b>	9,752.17
Plus 4/26/2012 payment \$250.00	250.00
Plus 5/26/2012 payment \$250.00	250.00
Plus 6/30/2012 Interest \$ 3.74	3.74
	<u>10,505.91</u>

**Helping Hands Fund 6/15/2012 460.00**

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Checking account balance on hand to meet budget 6/15/2012 \$2,378.81

Remaining payables to June 30, 2012 987.22

\$1,391.59

Dues not collected this FY to 6/30/2012 = 11 @ 50.00 \$ 550.00

SUNDAY HARBOR COMMUNITY ASSOCIATION  
PROPOSED BUDGET FOR FISCAL YEAR 2011-2012

INCOME

Proposed dues \$50.00 per lot x 112 lots \$5,600.00  
(This budget is based on 100% participation of all lot owners)

<u>EXPENSES</u>		<u>Date Due</u>	<u>Date Paid</u>	<u>Amount Paid</u>
Annual Report – Sec of State 10.00	10.00	July	Jul 2011	10.00
Liability insurance	1,700.00	Sept	Sep 2011	1,691.00
Accountant – tax preparation	200.00	Sept	Sep 2011	165.00
Park maintenance (mowing, weed eating)	1,350.00	Monthly	Jul 2011 Aug 2011 Sep 2011 Apr 2012 May 2012 May 2012 Jun 2012	310.00 140.00 390.00 140.00 37.13 280.00 280.00
Battery				
Secretarial services	600.00	1/2 Dec 1/2 Jun	Jan 2012	299.00
Bookkeeping services	600.00	1/2 Dec 1/2 Jun	Jan 2012	299.00
Taxes – Tract A (The Park)	350.00	April 1/2	Apr 2012	155.14
Meeting room for General Meeting				
Office supplies (stamps, envelopes, etc)	500.00	--		416.51
P.O. Box rent	100.00	May		96.00
Fees for filing and releasing liens	125.00			
Transportation costs (@ \$0.45 per mile)	75.00	--		
<b>Total expenses</b>	<b>\$5,600.00</b>			<b>4,612.78</b>

8-20-2012

**AGENDA**  
**Sunday Harbor Community Association**  
**Board of Director Meeting**  
**Monday, August 20, 2012, 6:30 p.m.**  
**4548 California Trail Road – Residence of Dee Hibbeler**

I. CALL TO ORDER

II. ATTENDANCE

III. APPROVAL OF MINUTES

Approval of Minutes of Board of Director meeting held July 16, 2012.

IV. FINANCIAL REPORT

Financial report

Gary Nazworth nonpayment of late fee

V. UNFINISHED BUSINESS

Park improvements update

Letter from Brad Williams re unauthorized use of park

Neighborhood Cleanup Day update

VI. NEW BUSINESS

VII. OLD BUSINESS

VIII. ADJOURNMENT

MINUTES  
Sunday Harbor Community Association  
BOARD OF DIRECTOR MEETING  
Monday, July 16, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

The meeting was called to order by President Leah Keizer at 6:37 p.m.

II. ATTENDANCE

President Leah Keizer	present
Vice-President George Keizer, Jr.	present
Treasurer Erin Carampot	present
Secretary Dee Hibbeler	present
Director Darrell Hubbs	absent, excused
Director Maria Wilson	present
Director vacancy	

III. APPROVAL OF MINUTES

Erin Carampot moved to approve the minutes of <sup>June 20</sup> ~~July 16~~, 2012. Seconded. Carried.

IV. FINANCIAL REPORT

Financial report

Dee Hibbeler moved to approve the financial report. Seconded. Carried.

IV. UNFINISHED BUSINESS

Park improvements update

Erin Carampot will contact the individual again that is contracted to supply dirt for the park.

Leah Keizer reported that she will purchase a galvanized pole for the BBQ grill that will be installed on July 20, 2012.

Leah Keizer volunteered to continue researching playground equipment.

Dee Hibbeler moved to transfer an additional \$1,000.00 from the Savings account to the Park Improvement fund. Seconded. Carried.

Neighborhood Cleanup Day update

Leah Keizer reported that the dumpster for the cleanup day has been ordered. The cleanup day and potluck lunch will take place on July 20, 2012 as scheduled.

Riding Mower

Dee Hibbeler reported that the Troybilt riding mower has still not been sold, but will continue to advertise the mower on Craig's List and will try to sell for \$600.00.

VI. NEW BUSINESS

Neighborhood security – Erin Carampot

VII. OLD BUSINESS

VIII. ADJOURNMENT

The meeting was adjourned at 7:56 p.m.

Dee Hibbeler  
Secretary

August 9, 2012

Sunday Harbor Community Association  
P.O. Box 907  
Blaine, WA 98230

Dear Sunday Harbor Comm. Assoc. Board,

I would like to alert you to a number of problems concerning the park. On numerous occasions over the last few weeks, now that our summer weather has finally arrived, I have witnessed many young teenagers, young adults, and sometimes older adults in the park after dark. They often stay until the early morning hours. This has created several other problems, such as litter, noise, and car traffic.

It seems there is someone in a white pickup truck that often brings over-sized branches and wood debris from the neighborhood and puts this on the fire pit. This person may be a good samaritan helping to clean up our neighborhood, but this readily-available supply of dry wood encourages a fire in the fire pit, especially AFTER dark. Before burning the wood, however, it must often be broken into manageable pieces. This has been done by the young people smashing, stomping, and banging the wood against the fire pit blocks, and in all probability will cause another fire pit block to be broken. I would not like to see wood branches and other wood debris brought into the park and left for others to eventually use for a fire.

When there has been excessive noise late at night in the park, I have asked these young people for their names. They often give me a name, but say they are guests of "someone" who lives here, and have no address they are willing to give me. I have cautioned them about breaking the park rules, and asked for their cooperation. I know that vandalism and theft are a possibility, especially when cars seem to come and go after dark. I don't have a good answer, but feel obligated to alert you to the problem. I was wondering if perhaps a big "rules" sign as one enters the park might be more helpful than the present sign seen as one is exiting the park.

There are some dog owners who feel they do not have to have their dogs on a leash in the park, and the roaming dogs often go to the bathroom on adjoining property. This debris is never picked up by the owners. I also recently witnessed a non-leashed dog in the park attack a smaller dog on a leash. The owners apparently "worked out the problem", but non-leashed dogs are a continuing problem at the park.


I certainly agree this problem is much bigger for owners who live close to the park. We all want the park accessible and the upgrades for the park are wonderful and have been enjoyed by many. Thank you for your on-going stewardship for the park and its well being. Your efforts are noticed and enjoyed, and I also want to be a good steward of our park and a good neighbor.

If you'd like any additional information, or would like to give me any input regarding the problem, please feel free to call me. I appreciate all the efforts of the Board, and commend you for your service on my behalf.

Sincerely,

Norma J. Williams (360) 739 4982

Brad L. Williams (360) 739 5297

*Norma Williams*  


7:47 AM

08/20/12

**Sunday Harbor Community Association**  
**Customer Balance Summary**  
**All Transactions**

	<u>Aug 17, 12</u>
Alla Kullish	50.00
Anita M. Alapi	50.00
Armando/Julie Gomez	170.00
Bradley J. Curtwright	587.78
Brent R. Moldenhauer	50.00
Chad Fitzsimmons	50.00
Christopher Brown/Tina Sorensen	160.00
Cindy Bouchard	50.00
Colette Jalbert	303.10
Daniel Hudson	50.00
Darrell/Dorothy Hubbs	50.00
Donald G. Tinney, Jr.	170.00
Gary/Kathy Nazworth	60.00
George/Sherry Kelzer	6.00
Great Northwest Investments	50.00
Gregory J. Babcock	1,766.23
Jason A. Blair	170.00
John/Thelma Damon	266.80
Joyce Matlewsky	50.00
Joyce Matlewsky. .	50.00
Joyce Matlewsky...	50.00
Larry J. Coleman	50.00
Leo Puterman	819.87
Lisa McKay	50.00
Louis/Patricia Blair	50.00
Nathan/Ashley Prewett	170.00
Patrick F. Armijo	778.80
Peter Woolery	50.00
Robert/Patricia Ivanhoe	90.00
Sonia Caissey	50.00
Terrence Betts	170.00
Tiffany Ramey	50.00
Tiffany Ramey.	50.00
Timothy/Catherine Lederman	70.00
Wallace E. Chin	50.00
Willard L/Sharie Wilder	50.00
<b>TOTAL</b>	<b><u>6,758.58</u></b>

## FINANCIAL REPORT

7/31/2012

Checking account - Banner Bank balance 7/31/2012 5,005.31

Tax reserve account 7/31/2012 1,088.98

Park improvement account 7/31/2012 1,532.80

Savings account 7/31/2012 10,505.91  
Plus July payment 248.54 248.54  
10,754.45

Helping Hands Fund 7/31/2012 460.00

---

Checking account balance on hand to meet budget 7/31//2012 \$5,005.31

Remaining payables to June 30, 2013 5,214.00

- \$ 208.69

Dues not collected this FY to 7/31/2012 = 34 @ 50.00 \$ 1,700.00

**SUNDAY HARBOR COMMUNITY ASSOCIATION  
PROPOSED BUDGET FOR FISCAL YEAR 2011-2012**

**INCOME**

Proposed dues \$50.00 per lot x 112 lots \$5,600.00  
(This budget is based on 100% participation of all lot owners)

<u>EXPENSES</u>		<u>Date Due</u>	<u>Date Paid</u>	<u>Amount Paid</u>
Annual Report – Sec of State 10.00	10.00	July	Jul 2012	10.00
Liability insurance	1,700.00	Sept		
Accountant – tax preparation	200.00	Sept		
Park maintenance (mowing, weed eating)	1,350.00	Monthly	Jul 2011	280.00
Secretarial services	600.00	1/2 Dec 1/2 Jun		
Bookkeeping services	600.00	1/2 Dec 1/2 Jun		
Taxes – Tract A (The Park) Meeting room for General Meeting	350.00			
Office supplies (stamps, envelopes, etc)	500.00			
P.O. Box rent	100.00	May		96.00
Fees for filing and releasing liens	125.00			
Transportation costs (@ \$0.45 per mile	75.00	--		
<b>Total expenses</b>	<b>\$5,600.00</b>			<b>386.00</b>

MINUTES  
Sunday Harbor Community Association  
Board of Director Meeting  
Monday, July 16, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

The meeting was called to order by President Leah Keizer at 6:37 p.m.

II. ATTENDANCE

President Leah Keizer	present
Vice-President George Keizer, Jr.	present
Treasuer Erin Carampot	present
Secretary Dee Hibbeler	present
Director Darrell Hubbs	absent, excused
Director Maria Wilson	present
Director vacancy	

III. APPROVAL OF MINUTES

Erin Carampot moved to approve the minutes of <sup>June 20</sup> ~~July 16~~, 2012. Seconded. Carried.

IV. FINANCIAL REPORT

Financial report

Dee Hibbeler moved to approve the financial report. Seconded. Carried.

IV. UNFINISHED BUSINESS

Park improvements update

Erin Carampot will contact the individual again that is contracted to supply dirt for the park.

Leah Keizer reported that she will purchase a galvanized pole for the BBQ grill that will be installed on July 20, 2012.

Leah Keizer volunteered to continue researching playground equipment.

Dee Hibbeler moved to transfer an additional \$1,000.00 from the Savings account to the Park Improvement fund. Seconded. Carried.

Bd of Dir  
9-17-2012

**AGENDA**  
**Sunday Harbor Community Association**  
**Board of Director Meeting**  
**Monday, September 17, 2012, 6:30 p.m.**  
**4548 California Trail Road – Residence of Dee Hibbeler**

I. CALL TO ORDER

II. ATTENDANCE

III. APPROVAL OF MINUTES

Approval of Minutes of Board of Director meeting held July 16, 2012.

IV. FINANCIAL REPORT

Financial report

Gary Nazworth nonpayment of late fee

Late fees and liens

Report on income tax filing for FY ending 6-30-2011

Colette Jalbert 1098 filing

V. UNFINISHED BUSINESS

Park improvements update

VI. NEW BUSINESS

VII. OLD BUSINESS

VIII. ADJOURNMENT

MINUTES  
Sunday Harbor Community Association  
Board of Director Meeting  
Monday, August 20, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

The meeting was called to order at 6:37 p.m. by President Leah Keizer.

II. ATTENDANCE

President Leah Keizer	present
Vice-President George Keizer	present
Treasurer Erin Carampot	present
Secretary Dee Hibbeler	present
Director Darrell Hubbs	present
Director Maria Wilson	absent, excused
Director vacant	

III. APPROVAL OF MINUTES

It was moved by Erin Carampot to approve the of minutes of Board of Director meeting held July 16, 2012. Seconded. Carried..

IV. FINANCIAL REPORT

Financial report

It was moved by Dee Hibbeler to approve the financial report. Seconded. Carried.

Gary Nazworth letter re nonpayment of late fee

It was moved by Erin Carampot to send Mr. Nazworth a letter reminding him of his responsibility to pay the fees assessed by the directors and to offer him special handling of his mail but with payment of \$10.00 required for this service, and that the Association will not pay his stop payment fee. Seconded. Carried.

V. UNFINISHED BUSINESS

Park improvements update

Leah Keizer reported on the progress of improvements in the park. Leah will continue looking for playground equipment.

Erin Carampot reported the dirt and reseeding project has been completed.

Neighborhood Cleanup Day update

Leah Keizer reported the cleanup day was successful. Leah suggested that in place of the cleanup next summer a pot luck be held to reveal the installation of the playground equipment.

Sale of riding mower

Dee Hibbeler reported that the mower for sale had been placed in Craig's list and a number of calls had been received. However, the callers were only interested in a mower with a bagger.

Erin Carampot moved to reduce the sale price of the mower to \$400.00. Seconded. Carried.

VI. NEW BUSINESS

Letter from Norma and Brad Williams re unauthorized use of park

It was moved to send a thank you letter to Norma and Brad Williams and suggest they contact the Sheriff and Animal Control when they observe the unauthorized uses of the park. Seconded. Carried.

VII. ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

Dee Hibbeler  
Secretary

Sunday Harbor Community Association  
Member Balance Summary  
As of September 15, 2012

	<u>Sep 15, 12</u>
Alle Kullish	50.00
Anita M. Alapi	50.00
Armando/Julie Gomez	170.00
Bradley J. Curtwright	587.78
Brent R. Moldenhauer	50.00
Chad Fitzsimmons	50.00
Christopher Brown/Tina Sorensen	160.00
Cindy Bouchard	50.00
Colette Jalbert	303.10
Donald G. Tinney, Jr.	170.00
Gary/Kathy Nazworth	60.00
Great Northwest Investments	50.00
Gregory J. Babcock	1,766.23
Jason A. Blair	170.00
John/Thelma Damon	258.80
Joyce Matlewsky	50.00
Joyce Matlewsky. .	50.00
Joyce Matlewsky...	50.00
Larry J. Coleman	50.00
Leo Puterman	819.87
Louis/Patricia Blair	50.00
Nathan/Ashley Prewett	170.00
Patrick F. Armijo	778.80
Peter Woolery	50.00
Robert/Patricia Ivanhoe	90.00
Sonia Calssey	50.00
Terrence Betts	170.00
Timothy/Catherine Lederman	70.00
Willard L/Sharie Wilder	50.00
<b>TOTAL</b>	<b><u>6,442.58</u></b>

LIENS

BABCOCK  
PUTERMAN  
ARMITO  
CURTWRIGHT

3 YEAR DRES

JALBERT

TWO YEARS

Gomez  
Betts  
Prewett

FORECLOSURES

BROWN  
TINNEY  
~~KULLISH~~  
BLAIR

PAYMENT PLAN

DAMON

## FINANCIAL REPORT

8/31/2012

Checking account - Banner Bank balance 8/31/2012 **4,089.85**

Tax reserve account 8/31/2012 **1,088.98**

Park improvement account 8/31/2012 **1,532.80**

Savings account 7/31/2012 **10,505.91**

Plus 7/26/2012 248.54 **248.54**

Plus 8/26/2012 248.54 **248.54**

Savings account 8/31/2012 **11,002.99**

Helping Hands Fund 8/15/2012 **460.00**

---

Checking account balance on hand to meet budget 6/15/2012 \$4,089.85

Remaining payables August 31, 2012 \$4,753.00

( 663.15)

Dues not collected this FY to 6/30/2012 = 28 @ 50.00 \$1,400.00

SUNDAY HARBOR COMMUNITY ASSOCIATION  
PROPOSED BUDGET FOR FISCAL YEAR 2011-2012

INCOME

Proposed dues \$50.00 per lot x 112 lots \$5,600.00  
(This budget is based on 100% participation of all lot owners)

<u>EXPENSES</u>		<u>Date Due</u>	<u>Date Paid</u>	<u>Amount Paid</u>
Annual Report – Sec of State 10.00	10.00	July	Jul 2012	10.00
Liability insurance	<del>1,700.00</del> <i>1795.00</i>	Sept		
Accountant – tax preparation	<del>200.00</del> <i>350.00</i>	Sept		
Park maintenance (mowing, weed eating)	1,350.00	Monthly	Jul 2012 Aug 2012	280.00 290.00
Clerical expenses	600.00	1/2 Dec 1/2 Jun		
Bookkeeping services	600.00	1/2 Dec 1/2 Jun		
Taxes – Tract A (The Park) Meeting room for General Meeting	350.00			
Office supplies (stamps, envelopes, etc)	500.00			161.00
P.O. Box rent	100.00	May		96.00
Fees for filing and releasing liens	125.00			
Transportation costs (@ \$0.45 per mile)	75.00	--		
<b>Total expenses</b>	<u>\$5,600.00</u>			<u>847.00</u>

MINUTES  
Sunday Harbor Community Association  
Board of Director Meeting  
Monday, August 20, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

The meeting was called to order at 6:37 p.m. by President Leah Keizer.

II. ATTENDANCE

President Leah Keizer	present
Vice-President George Keizer	present
Treasurer Erin Carampot	present
Secretary Dee Hibbeler	present
Director Darrell Hubbs	present
Director Maria Wilson	absent, excused
Director vacant	

III. APPROVAL OF MINUTES

It was moved by Erin Carampot to approve the minutes of Board of Director meeting held July 16, 2012. Seconded. Carried..

IV. FINANCIAL REPORT

Financial report

It was moved by Dee Hibbeler to approve the financial report. Seconded. Carried.

Gary Nazworth letter re nonpayment of late fee

It was moved by Erin Carampot to send Mr. Nazworth a letter reminding him of his responsibility to pay the fees assessed by the directors and to offer him special handling of his mail but with payment of \$10.00 required for this service, and that the Association will not pay his stop payment fee. Seconded. Carried.

V. UNFINISHED BUSINESS

Park improvements update

Leah Keizer reported on the progress of improvements in the park. Leah will continue looking for playground equipment.

Erin Carampot reported the dirt and reseeding project has been completed.

Neighborhood Cleanup Day update

Leah Keizer reported the cleanup day was successful. Leah suggested that in place of the cleanup next summer a pot luck be held to reveal the installation of the playground equipment.

Sale of riding mower

Dee Hibbeler reported that the mower for sale had been placed in Craig's list and a number of calls had been received. However, the callers were only interested in a mower with a bagger.

Erin Carampot moved to reduce the sale price of the mower to \$400.00. Seconded. Carried.

VI. NEW BUSINESS

Letter from Norma and Brad Williams re unauthorized use of park

It was moved to send a thank you letter to Norma and Brad Williams and suggest they contact the Sheriff and Animal Control when they observe the unauthorized uses of the park. Seconded. Carried.

VII. ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

Dee Hibbeler  
Secretary

SUNDAY HARBOR COMMUNITY ASSOCIATION  
PROPOSED BUDGET FOR FISCAL YEAR 2011-2012

INCOME

Proposed dues \$50.00 per lot x 112 lots \$5,600.00  
(This budget is based on 100% participation of all lot owners)

<u>EXPENSES</u>		<u>Date Due</u>	<u>Date Paid</u>	<u>Amount Paid</u>
Annual Report – Sec of State 10.00	10.00	July	Jul 2012	10.00
Liability insurance	1,700.00	Sept	Sept 2012	1795.00
Accountant – tax preparation	200.00	Sept	Sept 2012	350.00
Park maintenance (mowing, weed eating)	1,350.00	Monthly	Jul 2012 Aug 2012 Sep 2012	280.00 290.00 210.00
Clerical expenses	600.00	1/2 Dec 1/2 Jun		
Bookkeeping services	600.00	1/2 Dec 1/2 Jun		
Taxes – Tract A (The Park) Meeting room for General Meeting	350.00			
Office supplies (stamps, envelopes, etc)	500.00			270.67
P.O. Box rent	100.00	May		96.00
Fees for filing and releasing liens	125.00			
Transportation costs (@ \$0.45 per mile	75.00	---		
<b>Total expenses</b>	<b>\$5,600.00</b>			<b>3,301.67</b>

FINANCIAL REPORT

9/30/2012

Checking account - Banner Bank balance 9/30/2012	1885.18
Tax reserve account 9/30/2012	804.98
Park improvement account 9.30/2012	1,532.80
Savings account 9/30/2012	11,259.99
Helping Hands Fund 9/30/2012	460.00
<hr/>	
Checking account balance on hand to meet budget 9/30/2012	\$1,885.18
Remaining payables September 30, 2012	<u>\$2,298.33</u>
	( 413.15)
Dues not collected this FY to 9/30/2012 = 23 @ 50.00	\$1,150.00

## TIMELINE

- 2010 annual statement for dues not received, association assesses \$10.00 late charge. Letter sent to the association stating the statement was not received, letter rejected. First time in 8 years statement not received. Payment of \$50.00 sent and accepted.
- 
- 2011 annual statement for dues received. Payment of \$50.00 sent and accepted.
- 
- 25 Jun 2012, letter sent statement not received going on vacation. **Statement not received because it had not been prepared or sent noted by statement date of 3 July 2012**, association claims it was the second lost statement (being proactive is not acceptable to the association). Payment of \$50.00 sent and check lost by the association/persons unknown.
- 
- 16 Aug 2012 bank notified of lost check fee of \$10.00 paid.
- 
- 21 Aug 2012, certified letter (7012 1010 0002 2575 3697) sent to the association with stop payment receipt for the check that was lost while in the custody of the treasurer/association with a check for \$40.00 (dues -\$10.00). Letter picked up (8 days later) by Dolores J. Hibbeler on 29 Aug 2012 at 3:02 pm.
- 
- 24 Aug 2012 received letter from the association dated 22 Aug 2012, the association declines to accept responsible for the check lost while in their custody. Association has decided to use special handling requiring the mail carrier to obtain a signature for mail and I agree.
- 
- Due to lost or misdirected mail by the association. I will only deduct the actual cost for the special handling from my annual dues.
- 
- **We can keep escalating or we can end the issue.**
- 
- **The association can reissue my annual dues statement in the amount of \$50.00 and drop the \$10.00 later charge and I will drop the \$10.00 charge for the check lost while in the custody of the association.**  
**Then we may reenter into a normal relationship without additional fees.**
- **The Washington State RCW does not protect individuals or associations from lawsuits.**
- 
- **If you receive this and you are no longer with the Board of directors please forward it to your replacement.**

  
GARY NAZWORTH

10-15-2012

Meeting  
Cancelled  
rescheduled  
to  
11-5-2012

11-5-2012

MINUTES  
Sunday Harbor Community Association  
Board of Director Meeting  
Monday, November 5, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

The meeting was called to order at 6:32 p.m. by President Leah Keizer.

II. ATTENDANCE

Leah Keizer, President	present
George Keizer, Jr., Vice-President	absent, excused
Erin Carampot, Treasurer	present
Dee Hibbeler, Secretary	present
Darrell Hubbs, Director	present
Maria Wilson, Director	absent, excused
Vacant, Director	

III. APPROVAL OF MINUTES

Darrell Hubbs moved to approve the minutes of Board of Director meeting held September 17, 2012, and minutes of October 15, 2012.

IV. FINANCIAL REPORT

Financial report

Gary Nazworth nonpayment of late fee

Dee Hibbeler moved to deny Gary Nazworth's appeal of the \$10.00 late fee imposed in 2010 as well as his charge for a stop payment fee he incurred on his check #2236 which was returned to him because he marked it as account paid in full and his claim that he did not receive the check back. It was further moved to send him a certified, signature requested, letter signed by all directors. Seconded. Carried.

Report on Colette Jalbert 1098 filing

It was reported by Erin Carampot that Colette Jalbert has brought her account current and has returned the required 1098 form.

V. UNFINISHED BUSINESS

Park improvements update

Leah Kezier will continue working on the purchase of a cement table for the park.

Contract for Mowing – Dave Arseneau

It was moved to postpone consideration of Dave Arseneau's proposed contract until the February 2013 meeting. Seconded. Carried.

Erin Carampot volunteered to obtain quotes from other park maintenance companies and report back at the February meeting.

VI. NEW BUSINESS

Lot 66, violation of Declarations re temporary structures, etc., for residential purposes.

It was moved by Dee Hibbeler to postpone this matter to the next meeting which will be held February 2013. Seconded. Carried.

VII. OLD BUSINESS

VIII. ADJOURNMENT

Meeting was adjourned at 7:37 p.m.

Dee Hibbeler  
Secretary

AGENDA  
Sunday Harbor Community Association  
Board of Director Meeting  
Monday, November 5, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

II. ATTENDANCE

III. APPROVAL OF MINUTES

Approval of Minutes of Board of Director meeting held September 17, 2012.

IV. FINANCIAL REPORT

Financial report

Gary Nazworth nonpayment of late fee

Report on Colette Jalbert 1098 filing

V. UNFINISHED BUSINESS

Park improvements update

VI. NEW BUSINESS

Lot 66, violation of Declarations re temporary structures, etc., for residential purposes.

VII. OLD BUSINESS

VIII. ADJOURNMENT

MINUTES  
Sunday Harbor Community Association  
Board of Director Meeting  
Monday, October 15, 2012, 6:30 p.m.  
4548 California Trail Road – Residence of Dee Hibbeler

I. CALL TO ORDER

The meeting was called to order at 6:37 p.m. by President Leah Keizer

II. ATTENDANCE

Leah Keizer, President	present
George Keizer, Jr., Vice-President	absent, excused
Erin Carampot, Treasurer	absent, excused
Dee Hibbeler, Secretary	present
Darrell Hubbs, Director	present
Maria Wilson, Director	absent, excused

Due to insufficient number of directors present to make a majority, the meeting was cancelled and rescheduled to November 5, 2012.

III. ADJOURNMENT

The meeting was adjourned at 6:40 p.m.

Dee Hibbeler  
Secretary

**From:** David Arseneau  
**To:** sundayharbor@earthlink.net  
**Cc:** davzhere73@gmail.com  
**Date:** 10/14/2012 4:15:09 PM  
**Subject:** Sunday Harbor 2012-2013 Park Maintenance Proposal

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**2012 / 2013 Maintenance Proposal**

**Sunday Harbor Association:**

I propose that the Park at California trail is maintained once a week from April through August, and September through March as needed. This would include mowing, weed eating on both sides of park, ditch maintenance, removal of branches, loose material, and debris. Cost would be \$100.00 per week or service; based on approximately three to four hours of labor and with use of gas and equipment. Taxes are also included in this amount.

The road in the park has a light layer of gravel on top of the older cement. The cement has hardy weeds and grass that grow up through the cracks; the grass grows rapidly on the sides as well. This will need to be treated or sprayed a couple times a year.

As previously determined: Treatment and labor for each application: \$80.00 which would be billed additionally (with the monthly billing invoice).

Billing will occur at the end of the month for each previous month of work provided.

Please let me know at your earliest convenience if the Board of Directors accepts this reasonable proposal; I look forward to continue servicing the Park for Sunday Harbor Association.

Best Regards,  
David Arseneau  
Bay Lawn Services

[360-224-9458](tel:360-224-9458)

[davzhere73@gmail.com](mailto:davzhere73@gmail.com)

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10:42 AM

10/14/12

**Sunday Harbor Community Association**  
**Customer Balance Summary**  
As of October 14, 2012

	<u>Oct 14, 12</u>	
Anita M. Alapi	60.00	
Armando/Julie Gomez	180.00	
Bradley J. Curtwright	597.78	<del>800</del> LIEN
Brent R. Moldenhauer	60.00	
Chad Fitzsimmons	60.00	
Christopher Brown/Tina Sorensen	170.00	
Cindy Bouchard	60.00	
Donald G. Tinney, Jr.	180.00	
Gary/Kathy Nazworth	60.00	
Great Northwest Investments	60.00	
Gregory J. Babcock	1,776.23	LIEN
Jason A. Blair	180.00	
John/Thelma Damon	246.80	PAY PLAN
Joyce Matlewsky	10.00	} LATE FEES
Joyce Matlewsky. .	10.00	
Joyce Matlewsky...	10.00	
Leo Puterman	829.87	LIEN
Nathan/Ashley Prewett	180.00	
Patrick F. Armijo	788.80	
Peter Woolery	60.00	
Robert/Patricia Ivanhoe	100.00	
Sonia Caissey	60.00	
Terrence Betts	50.00	LATE FEES
Timothy/Catherine Lederman	80.00	
Willard L/Sharie Wilder	60.00	
<b>TOTAL</b>	<u><u>5,929.48</u></u>	

**FINANCIAL REPORT**

**9/30/2012**

**Checking account - Banner Bank balance 9/30/2012 1885.18**

**Tax reserve account 9/30/2012 804.98**

**Park improvement account 9.30/2012 1,532.80**

**Savings account 9/30/2012 11,259.99**

**Helping Hands Fund 9/30/2012 460.00**

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**Checking account balance on hand to meet budget 9/30/2012 \$1,885.18**

**Remaining payables September 30, 2012 \$2,298.33**

**( 413.15)**

**Dues not collected this FY to 9/30/2012 = 23 @ 50.00 \$1,150.00**

SUNDAY HARBOR COMMUNITY ASSOCIATION  
PROPOSED BUDGET FOR FISCAL YEAR 2011-2012

INCOME

Proposed dues \$50.00 per lot x 112 lots \$5,600.00  
(This budget is based on 100% participation of all lot owners)

<u>EXPENSES</u>		<u>Date Due</u>	<u>Date Paid</u>	<u>Amount Paid</u>
Annual Report – Sec of State 10.00	10.00	July	Jul 2012	10.00
Liability insurance	1,700.00	Sept	Sept 2012	1795.00
Accountant – tax preparation	200.00	Sept	Sept 2012	350.00
Park maintenance (mowing, weed eating)	1,350.00	Monthly	Jul 2012 Aug 2012 Sep 2012	280.00 290.00 210.00
Clerical expenses	600.00	1/2 Dec 1/2 Jun		
Bookkeeping services	600.00	1/2 Dec 1/2 Jun		
Taxes – Tract A (The Park) Meeting room for General Meeting	350.00			
Office supplies (stamps, envelopes, etc)	500.00			270.67
P.O. Box rent	100.00	May		96.00
Fees for filing and releasing liens	125.00			
Transportation costs (@ \$0.45 per mile	75.00	--		
<b>Total expenses</b>	<b>\$5,600.00</b>			<b>3,301.67</b>

15 - 2012

No meeting