NOTICE OF ANNUAL MEETING OF THE MEMBERS

SUNDAY HARBOR COMMUNITY ASSOCIATION

Date: 5/30/26
Time: 10:30 AM
Location: Blaine Library, 610 3rd St. Blaine, WA 98230

You are invited to attend the Annual Meeting of the Members of The Sunday Harbor Community Association. This meeting is held in accordance with the Association's Bylaws and Washington State law.

Purpose of the Meeting

- Elect 1 to 4 members to the Board of Directors
- Vote on the proposed Fee Schedule and Budget with a slight increase in dues to $177 per year
- Vote on the proposed addendum to the By-Laws to allow work vehicles to be parked on lots if under 16,000 lbs.
- Review year-end financials and next year's budget
- Share community updates and project plans
- Open floor for homeowner questions and feedback

Immediately following adjournment of the owners' meeting, a brief Organizational Meeting of the Board of Directors will be held

Voting & Proxy Information

If you cannot attend, please complete the attached **proxy form** to help the Association meet quorum. Proxy forms can be dropped off at the Mailbox at the Park, mailed to 4600 California Trail, Blaine, WA 98230 by 5/29/26, or hand delivered to the meeting by your proxy or a board member .

Quorum Required: 10% of homeowners present in person or by proxy is needed to reach quorum.

Attachments:

- Letter from the President
- The Annual Membership Meeting Agenda
- Proposed Annual Operating and Reserve Budget for Fiscal Year 7/1/26-6/30/27 (approved by the board on 4/16/26)
- Proposed Fee Schedule
- Proxy Form
- Election of Board of Directors
- Schedule of Regular Board Meetings 2026-2027

To reduce printing and mailing volume, only key meeting materials are included in this mailing. The full Annual Meeting packet, including all supplemental documents, is available on the homeowner portal. Please contact management if you would like a complete hard copy mailed to you.

We look forward to your participation.

Sincerely,

Your Sunday Harbor Board of Directors

SUNDAY HARBOR COMMUNITY ASSOCIATION
4600 CALIFORNIA TRAIL RD
BLAINE, WA 98231

ANNUAL MEMBERSHIP MEETING AGENDA

Date: Saturday, May 30st, 2026

Time: 10:30 AM

Place: Blaine Library

Directions: 610 3rd St, Blaine

I. CALL TO ORDER –

ATTENDANCE –
Board
Tim Clark, President
Andrew Gamble, Vice-President
Laurie Jones. Treasurer
Tannys Tussing, Director

Introduction of Claire Beszhak of Spark Community Management.

Other Members in Attendance:

Proxies:

I. Counting of the Quorum; more than 10% of 112 currently owned lots need to be present in person or by proxy vote.

II. APPROVAL OF MINUTES –
- Minutes of Annual Membership Meeting on 05/30/2025

III. PRESIDENT'S REMARKS:
Explanation of meeting expectations
Issues raised by chronic lack of dues payments
Park maintenance needs
Legal updates
Financial updates and fee rates
Proposed addendum to work vehicle by-law

IV. FINANCIAL REPORT –
- Interim Financial Reports for Current Fiscal Year - 07/01/2025 to 04/30/2026
- Proposed Budget for Fiscal Year 07/01/2026 to 06/30/2027
- Proposed Fee Schedule

V. NEW BUSINESS
- Vote on Proposed Fee Schedule
- Vote on Proposed 2026-2027 Budget
- Vote on Proposed Work Vehicle By-Laws Addendum
- Election of Directors (4 open positions)

VI. UNFINISHED BUSINESS

VII. OPEN FORUM (Open to members in good standing, up to 2 minutes).

VIII. ADJOURNMENT

Sunday Harbor Community Association
4600 California Trail Rd.
Blaine, WA 98230

DATE: May 5th, 2026

TO: Sunday Harbor Community Homeowners

FROM: Tim Clark, President Board of Directors

RE: Annual Members' Meeting, 5/30/26,10:30AM, Blaine Public Library

Greetings Sunday Harbor Community!

Your board has continued to focus on managing costs this year and continued to keep them as low as possible. Streetlights and costs for financial management services remain lower than last year, and there have been no legal fees or major park maintenance needs. Insurance cost has increased a bit.

Unfortunately, we have continued to have a problem with significant outstanding balances for dues payments with several homeowners, even though we allowed more time for payment due to the confusion resulting from switching financial services to Spark Community Management. As of February, $7,270.66 was still owed to the HOA. As this is much more than in previous years, dues will need to increase next year to make up the difference. There are also no longer any subsidies from the sale of a lot several years ago. This deficit is in spite of two significant liens having been paid off and lifted this year, and even though some expenses have been reduced. At a minimum, dues will need to increase from $160 to $177 per year per lot as a result. We are requesting a vote for the increase in dues to make our budget, even though it is an unfortunate result of not everyone chipping in their fair share.

The Board has also received some complaints about yard conditions including excessive and derelict cars, and garbage in driveways. Consistently addressing concerns by a small, understaffed, neighbor-run board has been difficult and often conflicted, and having Spark write warning letters for the HOA might help with consistency and follow through, which would cost more for their services. Although the Board did not want to increase the budget even further this year, it may become necessary next year as overall conditions in the neighborhood have become concerning again. A copy of the Yard Care rules has been included in the packet as a reminder to everyone.

There will be nominations for 4 board openings at the meeting this year, including Tannys Tussing, who volunteered and was appointed to the Board mid-year. She is

willing to run and we want to encourage any and all other homeowners to consider running as well. If we do not receive more homeowner help, we will need to contract for more services with Spark to better help manage the HOA. This will have an impact on next year's dues, but may become a necessary expense. The board meets every other month for about 2 hours. This is your opportunity to make a difference in your community!

We are also asking you to vote on an addendum to the By-Laws regarding allowing parking of work vehicles on property if kept under 16,000 pounds. The current By-Laws don't allow for any parking of work vehicles, and we want to lift this restriction by keeping it on only very large vehicles. The proposed addendum and ballots are included in this packet.

We're looking forward to seeing you all in person this year. A representative from Spark will be present to help answer any questions and explain the budget and new HOA laws. **The Annual Member Meeting will be held at the Blaine Library on May 30th from 10:30 – 12:30 PM**.

Sincerely, your president,

Tim Clark

ANNUAL MEMBERSHIP MEETING PROXY FORM

SUNDAY HARBOR COMMUNITY ASSOCIATION

Date of Meeting: 5/30/26

I, the undersigned owner of the property located at:
Address: _____

Being a member of [Association Name], do hereby appoint:

☐ **Name:** _____
OR
☐ **The Board of Directors' Secretary or Treasurer**

as my proxy to attend the Annual Meeting and vote on my behalf on matters properly brought before the membership, including the election of Board members.

This proxy is valid only for the meeting scheduled for [Insert Date] and any lawful adjournments thereof.

Signature: _____
Printed Name: _____
Date: _____

Instructions:

- Please return this form to Mailbox at 4600 California Trail, Blaine, WA 98230 by 5/29/26 or have your Proxy bring it along with your ballots to the meeting on 5/30/26.
- You may revoke this proxy at any time in writing or by attending the meeting

PROPOSED FEE SCHEDULE

FISCAL YEAR: 07/01/2026 – 06/30/2027

ANNUAL DUES	$177 per lot
LATE FEES FOR UNPAID DUES	$50 late fee will be assessed on September 1st , or 5% of assessments, whichever is **less.** If dues are not paid for two (2) consecutive years a pre-lien warning letter will be sent. If not resolved within 15 days, a lien will be filed by the Association attorney. Attorney fees will apply.
INTEREST	12% APR assessed monthly on the balance owed on unpaid accounts.
LIEN FEE	The account balance plus current lien filing fee charged by Whatcom County plus county lien release fee.
RETURNED CHECKS FOR NSF	$30 plus replacement with cashier's check or money order.
REQUESTS FOR COPIES	$0.10 (ten cents) per page
FINES FOR VIOLATIONS	1.) Warning letter- members will have thirty days to contact the Association Board of Directors and/or resolve the violation. 2.) Fine Assessment - $25 if not resolved within thirty (30) days of warning letter. 3.) Each month thereafter the fine will double until the fine reaches $800. A pre-lien warning letter will be sent. If not resolved within 15 days, a lien will be filed by the Association attorney. Attorney fees will apply.

Any payment check or other form of payment that is received by the Association for less than the full balance due on a member's account that is marked "paid in full" or contains a similar notation, or that is otherwise tendered in full satisfaction of a disputed amount, will be returned to the remitter. If a check is received with less than the full amount due and not notated as indicated above, the check may be accepted in partial payment of the account. The balance remaining will continue to be billed to the member unless the member has received credit from the board of directors.

Sunday Harbor 2026/67 Budget

Number of Units in Association	112	**Does the Association have a reserve study that meets the**	
Assessment Frequency	Annually	**requirements of RCW 64.90.550?**	No
Assessment Due Date	June 1st	**Current deficit in reserve funding on a per unit basis:**	N/A
2026 Monthly Assessment Amount per Unit	$ 177.00	**Recommended reserve contribution by reserve study**	N/A
		2026 Reserve Contribution	$ 444.00
		viate from the recommendation of the Reserve study, and i	N/A

Account Name	2024 Year end Actuals	2025 Budget	2026 Budget
Income			
Assessment Income			
Association Assessment Income	$ 17,920.00	$ 17,920.00	$ 19,824.00
Total Assessment Income	**$ 17,920.00**	**$ 17,920.00**	**$ 19,824.00**
Fee Income			
Interest	$ 765.30	$ -	$ -
NSF Fee Income	$ -	$ -	$ -
Late Fee Income	$ 700.00	$ -	$ -
Total Fee Income	**$ 1,465.30**	**$ -**	**$ -**
Other Income			
Misc Other Income	$ 80.00	$ 3,421.00	$ -
Reimbursable Legal Fees	$ -	$ -	$ -
Total Other Income	**$ 80.00**	**$ 3,421.00**	**$ -**
Total Operating Income	**$ 19,465.30**	**$ 21,341.00**	**$ 19,824.00**
Expense			
Admin			
Admin, Mailing/Postage, Office Supplies	$ 493.91	$ 850.00	$ 750.00
Licenses and Permits	$ -	$ 10.00	$ 25.00
Website	$ -	$ 179.00	$ 180.00
Total Admin	**$ 493.91**	**$ 1,039.00**	**$ 955.00**
Insurance			
Insurance Premiums	$ 3,181.18	$ 3,840.00	$ 3,840.00
Total Insurance	**$ 3,181.18**	**$ 3,840.00**	**$ 3,840.00**
Maintenance			
General Maintenance	$ 1,533.01	$ 2,500.00	$ 2,000.00
Landscaping - General	$ -	$ -	$ 500.00
Total Maintenance	**$ 1,533.01**	**$ 2,500.00**	**$ 2,500.00**
Professional Services			
Audit/Tax Filing	$ -	$ -	$ 175.00
Legal and Professional Fees	$ 4,654.55	$ 2,795.00	$ 2,000.00
Management Fees	$ 7,980.00	$ 7,920.00	$ 6,900.00
Management Fees - Additional Services	$ -	$ -	$ 250.00
Total Professional Services	**$ 12,634.55**	**$ 10,715.00**	**$ 9,325.00**

Reserve Funding						
General Reserve Funding	$	-	$	448.00	$	444.00
Total Reserve Funding	**$**	**-**	**$**	**448.00**	**$**	**444.00**
Sign Rent and Expenditures	$	-	$	195.00	$	160.00
Taxes						
Property Taxes	$	403.12	$	475.00	$	475.00
Total Taxes	**$**	**403.12**	**$**	**475.00**	**$**	**475.00**
Utilities						
Electricity	$	3,185.59	$	2,124.00	$	2,125.00
Total Utilities	**$**	**3,185.59**	**$**	**2,124.00**	$	2,125.00
Total Operating Expense	**$**	**21,431.36**	**$**	**21,336.00**	**$**	**19,824.00**
Total Operating Income	$	19,465.30	$	21,341.00	$	19,824.00
Total Operating Expense	$	21,431.36	$	21,336.00	$	19,824.00
NOI - Net Operating Income	**$**	**(1,966.06)**	**$**	**5.00**	**$**	**-**
Other Income						
Reserve Fund Income						
Reserve Interest Income	$	10.54	$	-	$	-
Total Reserve Fund Income	**$**	**10.54**	**$**	**-**	**$**	**-**
Total Other Income	**$**	**10.54**	**$**	**-**	**$**	**-**
Net Other Income	**$**	**10.54**	**$**	**-**	**$**	**-**
Total Income	$	19,475.84	$	21,341.00	$	19,824.00
Total Expense	$	21,431.36	$	21,336.00	$	19,824.00
Net Income	**$**	**(1,955.52)**	**$**	**5.00**	**$**	**-**

SUNDAY HARBOR COMMUNITY ASSOCIATION
4600 CALIFORNIA TRAIL RD
BLAINE, WA 98230

ELECTION OF DIRECTORS
TERM OF 2026-2028

The management of the property, interests, and business and affairs of Sunday Harbor Community Association are vested in the hands of a Board of Directors consisting of up to seven individuals elected from the members of the Association.

The Election of Directors will be held at Blaine Library in Blaine at 10:30 am, May 30th and will be held in accordance with the current Bylaws of the Association. Directors will be elected for a term of two years and until the election and qualification of their successors.

The following Directors have one year remaining of their term:

Tim Clark	Term ends 2027
Andrew Gamble	Term ends 2027
Laurie Jones	Term ends 2027

There are currently four Director positions to be filled for the term of May 2026 – May 2028. **Tannys Tussing was appointed to the board during the 2025-2026 session and will be running for one of the positions at this year's meeting, with her term ending in 2028**, which leaves three more open positions.

Nominations will be taken from the floor at the Annual Meeting, or in advance of the meeting.

ONLY MEMBERS IN GOOD STANDING OR THEIR PROXY MAY VOTE (meaning dues and fines paid in full). Proxies must be in writing and filed with the Association prior to the start of the meeting.

SUNDAY HARBOR COMMUNITY ASSOCIATION

YARD CARE RULES

The "yard" is defined as the space or grounds surrounding or surrounded by a building. This means the physical area on a lot, including but not limited to, the foundation plantings, all grass areas, planting beds, trees, flowers, the driveway area, and the mailbox area.

Landscaping

Each lot owner may select the type of landscaping they prefer for their yards.

Maintenance

A neat appearance must be maintained. Weeds sprouting up in a lawn or, weeds that are allowed to dominate the make-up of the lawn, must be eliminated.

If garden beds or planting areas are developed in a yard, they must be kept weeded and/or mulched to present a neat appearance from the street and neighbors' views.

If a natural landscape is selected, all vines and weeds must be controlled to prevent interference with neighboring yards. Weeds must not be allowed to dominate any area of the yard. Trees must not be allowed to cause interference with neighboring yards.

Weeds must not be allowed to grow up and through yard fixtures.

Leaves and other debris, which are bagged for disposal, must be temporarily stored in the garage or inconspicuous location not directly visible from the street or neighbor view.

The use of tarpaulins is not allowed for covering items in the front yard or in neighbors' view.

Gardening items (hoses,garbage bags, tools, sprinklers, spreaders, etc.) must be stored out of sight when not in immediate use.

Firewood must be stored in a manner that prevents rot and insects and must be neat in appearance.

PARKING

Cars, boats, trailers, RVs shall not be parked or stored in front yards in the grass areas or within the utility easement areas. Inoperable cars must be parked or stored in garage or out of view of the street and neighboring yards.

SCHEDULE OF SUNDAY HARBOR REGULAR BOARD MEETINGS

and LOCATIONS 2026 – 2027

July 16, 2026, 6:30 PM – 8:00 PM	Blaine Library
September 17, 2026, 6:30 PM – 8:00 PM	Blaine Library
November 19, 2026, 6:30 PM – 8:00 PM	Blaine Library
January 21, 2027, 6:30 PM – 8:00 PM	Blaine Library
March 18, 2027, 6:30 PM – 8:00 PM	Blaine Library

Meetings are typically held on the third Thursday every other month at the Blaine Library. Please check the website http://www.sundayharborcommunity.com/ or the Spark Portal, for updates to meeting dates, times, and locations.