

SPCA NEWSLETTER

JANUARY 2020

To save printing costs, contact the SPCA Communications Committee at newsSPCA@gmail.com to request a digital copy of this newsletter instead of a paper copy! Please include your name, unit number and email address.

Next Board Meeting: Mon, 27 JAN 20 6:30pm @ the Community Center. All residents welcome!

Call for SPCA HOA Board Members

In our upcoming annual MARCH 2020 SPCA board meeting, new board members will be elected from among community residents. Those interested in making a difference during a 2-year term should contact any current board member for details. Be involved in making decisions about the property, learn what it takes to maintain our community and have a say in the budgeting process!

Current Sunset Plaza Condo Association (SPCA) Board Of Directors

Teresa Topping, President	missflyer2017@gmail.com
Jody Matthews, Vice President	jodyvpsunsetplaza@gmail.com
Jean Homan, Secretary	jeanhoman500@gmail.com
Peter Schrempf, Treasurer	pfs1@cornell.edu
Bryson Browning, MAL	bbrowning3055@gmail.com
Sue Brown, MAL	m.suebrown@gmail.com
Ekaterina Henyan, TMT Rep	ekaterina.henyan@managementtrust.com

Sunset Plaza Condo Association website: www.sunset-plaza.org

Password provided by TMT management. Please contact any board member for assistance.

After Hours Emergency Number: 425-897-3400

SPCA Facebook

Hey Neighbors! We started a Sunset Plaza Community FB Group to keep in touch in a more casual and quick manner. It's an unofficial way to share info, activities and fun things relevant to the community.

Official news and decisions will still come from TMT or the Board so don't ignore those. This group is for current residents and owners only, so you'll need to share your unit number for verification.

Join today! <https://www.facebook.com/groups/SunsetPlazaTacoma>

Items of Interest from December 2019 meeting

It was announced at the December meeting that SS Landscaping, the company who will be doing the gully work, will take over the landscaping of the property as of January 2, 2020. Their first day was Friday, January 10th. They will be coming every other week through the end of February and then every week starting in March.

If you would like to read the complete monthly Board Meeting minutes from last month, a printed copy is located on the bulletin board in the Community Center.

Burglarized Vehicles

There have been several car break-ins reported in the last week near I, J and C buildings. Please be extra vigilant as you are coming, going or walking around the property. Report anything you see that is out of the ordinary or that looks suspicious to any Board member or to TMT. If you see a crime being committed dial 911; if your vehicle was broken into overnight call 311 to report it.

A Friendly Request from Our Maintenance Man Eddie...

If putting Styrofoam in the garbage, please break the pieces down so that they fit into a garbage container and do not take up so much room that there is no space for other people's trash. If unable to break large pieces down, and there is room in the enclosure, place them snugly between containers or between a container and the enclosure wall so that they will not blow away.

Rules Reminder

Pet Waste: It is required BY LAW to pick up all pet waste!! Bags and receptacles are provided throughout the community and it is a SPCA HOA requirement to properly dispose of your pet's waste. This is enforceable by monetary fines of up to \$250.00 levied by the City of Tacoma in accordance with Tacoma Municipal Code 17.02.132 and 17.01.190.

Vehicle Registration: All SPCA community residents need to register their vehicles with TMT, the property management company that works in tandem with the SPCA Board in the management of our property. Vehicles not registered and in violation of the SPCA 14 day "non-movement" rule may be reported, with the vehicle subject to removal at the owner's expense IAW SPCA regulation 205.4 and 205.9.

Welcoming Committee

An SPCA Welcoming Committee has been formed and is chaired by Board Member Sue Brown! The committee developed and distributed a useful brochure with information about TMT, the Board, the Welcoming Committee's contact info and general information about SPCA rules to new residents. Currently, there are three members in the Committee, but additional members are welcome as we are hoping for a team of 5 to 6 members total. Please contact Sue (m.suebrown@gmail.com) if interested!

Communications Committee

In January 2020, the SPCA Board created a 3 to 5 person committee in hopes of streamlining community information to residents. Current members are Nancy Schrempf, Brooke Picone and Marcey Niesen with oversight provided by our Board President, Teresa Topping. The committee works cooperatively to publish a newsletter, update signage at mail kiosks and handle community communications via email blasts. The committee is actively looking for an SPCA website manager who would be responsible for maintaining the "Newsletter" page of the website. If interested, please email newsSPCA@gmail.com for details!

Security Systems Committee

The SPCA Board is interested in forming a committee whose primary objective is to research security camera systems, choose three that would be appropriate for a property of our size, and to work on ways to fund the system chosen by the Board. Please direct all interest and inquiries for a committee position to Teresa Topping, missflyer2017@gmail.com.

Gully Restoration Committee Project Update

Over the past weeks we have been working with the City of Tacoma to finalize our Land Use permit application in order to begin the approval process. We were notified in mid-December of the need for Sunset Plaza to submit a SEPA Environmental Checklist for the Gully Restoration Project. This document has been completed with the assistance of Soundview's Consultants and submitted to the City of Tacoma as of January 6th. We are awaiting word as to the next step to keep this moving forward. Our hope continues to be that the permitting process will be complete in time for the work to commence this Spring.

We are also working with SS Landscaping to obtain a revised estimate for the actual cleanup and replanting work in the gully. As mentioned at numerous Board meetings, this is the firm that has been chosen for this work based on their capabilities to manage all phases of the work. This estimate should be in-hand soon.

As mentioned at the December Board meeting, we are also attempting to make a quantity of 18" firewood available to residents. The guidelines for pickup of the wood from the designated area and the timing of its availability will be disseminated as details become available.

New Recycling Guidelines for Multi-Family Residences

The City of Tacoma's new recycling rules went into effect January 1st, 2020. Information pamphlets and promotional recycling totes should be available to the public late-January or early-February.

The Communications Committee will deliver them to everyone's front door as soon as we receive them from Samantha Lake at the City of Tacoma Environmental Services.

In the meantime, here are the basics of the new guidelines...

Recycling items (in the blue container):

- Everything must be empty, clean and dry
- Mixed paper, paperboard and boxes, cardboard egg cartons
- Aluminum and metal cans
- Tubs, jugs and plastic bottles; **do not include** snap-on/screw-on lids/tops or loose metal can lids

Glass items (in the gray container):

- Glass bottles and jars need to go in glass-only containers separated by color; **do not include** lids, corks or caps.

Corrugated cardboard (in the tan rectangle bin near front gate):

- Corrugated cardboard needs to be FLATTENED

***THESE ITEMS ARE NO LONGER ALLOWED IN BLUE RECYCLING CONTAINERS:**

- BAGGED ITEMS
- STYROFOAM OR PACKING PEANUTS
- PLASTIC BAGS OR PLASTIC WRAP
- CLAMSHELLS ("to go" boxes) OR SHREDDED PAPER

Drop-off at Recycling Center:

Residents are responsible for taking old furniture and other large items to the recycling center. They are not to be left at garbage enclosures or near the compactor by the front gate. Additionally, cleaners, household hazardous waste, rechargeable batteries and fluorescent lightbulbs are not accepted for curbside garbage or recycling in Tacoma and must be taken to a recycling location.

Drop-off recycling is available to residents for free at the Tacoma Recovery & Transfer Center, 3510 S Mullen Street (a full list of other locations is available at tacomarecycles.org).

Drop-off at Recycling Center or Put in Garbage:

You can take clean and dry Styrofoam blocks, packing peanuts, plastic bags, zipper bags, plastic clamshell packaging and shredded paper to a recycling center or put them in the garbage. In addition, you can also drop off any recyclable items, including those that cannot be recycled in curbside bins due to size or type of material. All recyclables must be separated by type.

Everything Else is Garbage (green container): This includes milk/juice/soup cartons, lids and bottle caps, paper/plastic cups, paper plates, plastic utensils, straws, coffee pods, napkins, paper towels, aluminum foil, pie tins, plastic wrap, frozen food containers, prescription bottles, pizza boxes, food scraps and anything else not specifically listed above.

If you have other questions about recycling, you can contact Tacoma's solid waste team at solidwaste@cityoftacoma.org or 253-502-2100.

SPCA NEWSLETTER

FEBRUARY 2020

Please help save printing costs. Subscribe to the newsletter at newsSPCA@gmail.com (include your name, unit number and email address).

Upcoming Meetings

Next Board Meeting: Mon, Feb. 24th at 6:30pm in the Community Center. All residents welcome!

Please note, SPCA Board meetings occur on the fourth Monday of the month.

Safe Streets-Have you noticed these signs around SPCA? Safe Streets meets the fourth Wednesday of every month at 6:30pm in Swasey Library, right outside our front gates!

The West End Neighborhood Council meets the third Wednesday of every month at 7pm. Please check their website, <https://sites.google.com/we-tacoma.org/we-tacoma/home> to verify the meeting time and place.

Call for SPCA HOA Board Members

Are you looking for a challenge? Looking for a way to make a difference in your community? Interested in learning what makes the community what it is? Curious about the budgeting process? We are looking for a few energetic owners who would like to be involved in making the decisions about the property.

Each term is two years with opportunities to focus on what is important to you and the community. Elections are at the SPCA Annual Meeting on March 23, 2020. If you are interested, please contact any Board member or TMT for more information.

Items of Interest from last Board meeting

Please note, complete meeting minutes are posted on the Community Center bulletin board.

The Association does not own mailboxes, and keys are not available from the Board or TMT. Replacing mailbox keys or lock cylinders are the responsibility of the owner.

The City of Tacoma Water Services is in the process of replacing the galvanized pipe with copper at our water meters over the next number of weeks. Water will be shut off in two or three buildings at a time for about three hours. The Communications Committee will post notices on individual doors of affected buildings as soon as shutoff information is known.

Gully Update

All required supporting documents for the City of Tacoma's permitting process have been submitted. The final review period, expected to take from eight to twelve weeks, will begin as soon as TMT processes the payment and it is delivered to the Planning and Development Services Department.

Due to the nature of the critical slopes of the gully and the environmental impact of the clear-cutting of the area, SS Landscaping has been working closely with Soundview Consultants to formulate the work plan to meet the requirements of the City of Tacoma. Our plan is to have SS Landscaping ready to start work as soon as possible after we get the go-ahead from the City. Residents should be aware there may be a small impact to the SPCA Garden; however, the landscaping company will accommodate as much as possible. If an area is deemed unsafe, it will be coned/roped off.

The Management Trust (TMT) Update

SPCA community residents must register their vehicles with TMT. Only "operable passenger vehicles" (i.e., currently licensed, running vehicles no longer than 20 feet, no wider than 7 feet, and no higher than 10 feet) may use parking spaces.

Vehicles not registered and in violation of the SPCA 14 day "non-movement" rule may be reported, with the vehicle subject to removal at the owner's expense. Parked vehicles must be in designated parking spaces and may not extend into traffic lanes.

Any parking space that abuts a building is prohibited from back-in parking. Please contact AuBree at aubree.fries@managementtrust.com or phone: (253) 472-0825 x3491 with any registration requests or questions.

A Friendly Request from Our Maintenance Man Eddie

Let's make 2020 a good year and keep our property looking great! Please don't litter or drop cigarette butts, and always flatten cardboard boxes before recycling.

Welcoming Committee

If you recently moved into the community, Welcome! We don't always get word of new arrivals so, if you have not heard from the Welcoming Committee yet, please feel free to contact one of us: Sue Brown (m.suebrown@gmail.com), Lisia Cappelletti (lisia725@aol.com) or Teresa Topping (missflyer2017@gmail.com). Going forward, we will be putting welcoming letters on the doors of units we find have been sold. We look forward to hearing from you!

Communications Committee

Alan Uhlemann has joined the Communications Committee and will be working with Teresa Topping to take over various aspects of the Sunset Plaza website. Welcome Alan!

Eddie and Nancy met with Sam Lake from Tacoma Environmental Services on January 30th about replacing missing and damaged glass and recycling bins, and maybe even the cardboard recycling container! We've also requested new recycling information labels (including glass color designations) for all bins. All of this is available to us at no cost.

WHO TO CONTACT TO REPORT CRIME:

An error in our January newsletter concerning the use of 311 and was brought to our attention - thank you Safe Streets! The information below on proper use of incident reporting resources was provided by Officer Jennifer Terhaar, our Community Liaison Officer.

It is important to report all crime, no matter how minor, to the police department. The police rely on crime statistics to assign/place officers where they are most needed. If you are not reporting crimes, the police department will not know that you might have a crime spree or trend occurring in your area, and they cannot address it. Police will sometimes take reports over the phone if it is not necessary to have a police officer respond in person; this frees up officers so they are available for emergency responses.

Call 911: If the crime is in progress or an emergency (police, fire or medical aid is needed immediately to protect life or property).

Call the Non-emergency Line, 253-798-4721: If the crime is not in progress, there is no imminent danger, and property is not currently being damaged or in jeopardy of being damaged. Examples: stolen/lost vehicle, license plates, guns, passports, military IDs, etc.; car break-ins; graffiti that targets an individual or group; credit card fraud; you have suspect information; there was an injury to a person or there was a witness to a crime. Calling ensures appropriate investigative information is gathered from the victim.

-OR-

For specific non-emergency issues, you can file a report using the online system www.tacomasaferg.org:

If there are no suspects and/or evidence left at the scene, for stolen/lost property (not a vehicle, license plates, guns, passports, military IDs, etc.) or vandalism.

Call 311: If you have a question about any city service, or want to report non-emergency concerns. Examples: potholes, malfunctioning traffic signals, abandoned vehicles, overgrown vegetation, illegal dumping, drug paraphernalia clean-up, homeless individuals or encampments. 311 is not to be used for reporting crimes.

The "TacomaFirst311" mobile app is free to download and provides easy access to the City's non-emergency services, including online reporting of issues noted above.

Rules Reminder

Before making any structural changes to your unit (windows, porch enclosures, wall removal, etc.), you must submit a Structural Architectural Change request packet for SPCA HoA Board approval. Operating outside of this official channel runs the risk of violating City of Tacoma (CoT) building code, resulting in illegal changes, thereby devaluing your unit for resale.

Stay tuned for the March issue of the SPCA Newsletter for a full feature piece on how to update your unit while staying in compliance with SPCA HoA and CoT regulations.

Current Sunset Plaza Condo Association (SPCA) Board Of Directors

Teresa Topping, President missflyer2017@gmail.com

Jody Matthews, Vice President jodyvpsunsetplaza@gmail.com

Jean Homan, Secretary jeanhoman500@gmail.com

Peter Schrempf, Treasurer pfs1@cornell.edu

Bryson Browning, MAL bbrowning3055@gmail.com

Sue Brown, MAL m.suebrown@gmail.com

Sunset Plaza Condo Association website: www.sunset-plaza.org

Please contact any board member for the password.

The Management Trust website: www.managementtrust.com

Ekaterina Henyan, TMT Community Association Manager ekaterina.henyan@managementtrust.com

Phone: 253-472-0825 x3488

Aubree, Fries, TMT Community Support Specialist aubree.fries@managementtrust.com

Phone: 253-472-0825 x3491

After Hours Emergency Number: 425-897-3400

SPCA Facebook

This group is for current residents and owners only, so you'll need to share your unit number for verification.

Join today! <https://www.facebook.com/groups/SunsetPlazaTacoma>

FINAL COMMUNITY-WIDE PRINTED COPY

Starting with the April issue, the newsletter will only be delivered in print form if you specifically sign up to receive it. If you want to continue receiving a print copy, please fill out and submit the form on the back of this newsletter.

Otherwise, it will be on our website (www.sunset-plaza.org) and distributed via e-mail to those who have requested it as a pdf. Subscribe at newsSPCA@gmail.com and include your name, unit number and e-mail address.

SPCA NEWSLETTER

MARCH 2020

Upcoming Meetings

Next Board Meeting: Mon, March 23 at 6:30pm in the Community Center. **THIS IS THE ANNUAL BOARD MEETING.** All residents welcome!

SPCA Garden Meeting: Sun, March 22 at 2pm in the Community Center. All residents welcome!

Safe Streets-Have you noticed these signs around SPCA? Safe Streets meets the fourth Wednesday of every month at 6:30pm in Swasey Library, right outside our front gates!

The West End Neighborhood Council meets the third Wednesday of every month at 7pm at Tacoma Community College, Building 16. Please check their website, <https://sites.google.com/we-tacoma.org/we-tacoma/home> to verify the meeting time and place.

Call for SPCA HOA Board Members

Are you looking for a challenge? Looking for a way to make a difference in your community? Interested in learning what makes the Community what it is? Curious about the budgeting process? We are looking for a few energetic owners who would like to be involved in making the decisions about the property.

Each term is two years with opportunities to focus on what is important to you and the Community. Elections are at the SPCA Annual Meeting on March 23, 2020. If you are interested, please contact any Board member or TMT for more information.

Items of Interest from Last Board Meeting

Reserve projects, which we are hoping to get done this year, are the replacement of the wooden fence along the 9th Street alley going left out our front gate (a portion of the fence blew down in a recent windstorm), repair (cleaning/crack filling/sealing/re-stripping) of the driveway/parking areas and repair/replacement of the complex's alarm system.

Gully Update

With the installation of the Public Notice sign, we are now in the final stretch for our City of Tacoma land use permit approval process. We expect final approval may still be weeks away and we continue to work with our selected contractor, SS Landscaping, to finalize their contract.

We have received approval from the City to begin the work of creating the "habitat logs" and firewood for the community prior to having the final approval of the entire scope of the permit. Our contractor will work intermittently at the start, allowing them to fit these tasks into their schedule a bit sooner and keep us on track to take advantage of the Spring planting season. As soon as we have any information on their work schedule, we will pass along the information.

A Friendly Request from Our Maintenance Man Eddie

Eddie would like to let residents know that he is going to start taking pictures of lanais/patios that are not in compliance with SPCA rules (203.9 & 203.10) and reporting them to TMT for action.

Lanais/patios are not for storage and must be kept neat and clean. Only bicycles, outdoor furniture and no more than one-quarter cord of wood may be stored there. Old Christmas trees, appliances, boxes, hazardous waste, exercise equipment, etc. are not allowed.

Also, only planters can be hung from railings and must be on the inside. Plants must be kept trimmed to ensure they do not extend above the level of the ceiling or droop below floor level. All outdoor plants in second and third-level units must have water catchers ensuring that watering does not spill onto units below.

Rules Reminder

Recycled glass no longer needs to be separated by color. However, if we keep getting tagged for non-recyclable items in our recycling bins, those bins will be removed by the City. **If this happens, ALL recycling will end up going in the garbage, resulting in the compactor having to be emptied more often which is very expensive. THE FIRST STEP IN PROPER RECYCLING IS NO PLASTIC BAGS!**

Crafty Group

Hello, Marcey here. I am a craft person and would love to set up a group to meet in the Community Center!

Even if it is everyone doing different crafts, that is ok with me. I know we have a few knitters, and I am a crocheter. Sunday would be a great day for me.

What do you think? If you are interested in this, please contact me at palmtree.1973@yahoo.com.

To continue receiving a print copy of this newsletter, clearly write your name and unit number in the spaces provided, cut off the strip and drop it in the message box on the Community Center office door or give it to a Board member or neighbor to pass along to the SPCA Communications Committee.

Name: _____ Building/Unit: _____

Garden Group

The Gardening Group is looking for free outdoor lumber to rebuild some garden boxes. If you are a contractor and have scrap wood suitable for outdoor use, please contact Herb at amherb2000@yahoo.com.

If you already have a garden plot, you will be contacted for the meeting on March 22nd. If you are interested in obtaining a plot, you may get on the waitlist by contacting Herb.

Due to the Gully restoration project, there may be a small impact to the garden; however, the contractor will accommodate as much as possible. If they deem an area unsafe, they will cone or rope it off.

Communications Committee

The sunset-plaza.org website has been updated to make information easier to find!

The **Resources** menu item now contains links to a list of the Board of Directors, the monthly Board meeting minutes, Association Bylaws and Rules and all Forms.

Under **Community**, you will find the monthly Newsletters.

The **Owners Only** page contains all financial information and requires a password. The password has not changed; please contact TMT if you need it.

The website will continue to change as we add more content of interest to owners, renters and prospective buyers. Check back often!

MAKING ARCHITECTURAL CHANGES TO YOUR UNIT

Although many owners have heard rumors to the contrary, there are both Sunset Plaza Condominium Homeowners Association (SPCA) and City of Tacoma rules and regulations that must be followed when planning renovations to your unit.

A hard copy of our Homeowners Association rules and regulations is available in the SPCA Community Center; a digital copy can be found on the SPCA community website under the "Resources" tab <https://www.sunset-plaza.org/resources>. (See Section 203 of the Rules document.) The required Architectural Change Request form is also available in the Community Center and on the web.

A partial list of activities that require SPCA approval includes, among others: replacement of exterior windows and doors, any heating/cooling system that will require a penetration in an exterior wall or roof and/or will need an exterior condensate drip line, and any work that will impact interior walls. (NOTE: If you plan to eliminate, move or create an interior wall, an opinion from a structural engineer may be required at your expense.) Upon consultation with a structural engineer, one finds out that **enclosing the porches of the 2nd and 3rd floors is not structurally sound and cannot be done**. Although some units in the SPCA community have enclosed porches, they were built decades ago and are 'grandfathered in'. No new porch enclosures on the 2nd and 3rd floors are allowed regardless of what your realtor told you.

Additionally, for 2nd and 3rd-floor units, all bedrooms and living rooms must be carpeted and hallways with hard surfaces must have runners with padding. If replacing windows, the new windows must be the same style and color as the existing windows. All work may occur only within the timeframe of 10am-6pm daily.

If you are unsure as to whether the project you are contemplating requires approval, please check with the Board before proceeding with your plans.

The City of Tacoma Department of Planning and Development Services manages the Building Code requirements for projects. The primary goal for the building code and the mission of those who assist homeowners is to ensure that dwellings remain safe for habitation and are structurally sound.

It is the homeowner's responsibility to determine if the work they are considering requires a building permit. Your contractor may help in making this decision, but it is in the best interest of the homeowner if they research this aspect of their project directly with the City of Tacoma's personnel. Permit and contact information can be found at <https://www.tacomapermits.org>. Please note, all L&I (labor and industry) improvements such as plumbing, electricity and structural engineering require final inspection by the City of Tacoma.

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Jean Homan, Secretary jeanhoman500@gmail.com

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Sunset Plaza Condo Association website: www.sunset-plaza.org
Password provided by TMT management. Please contact any board member for assistance.

The Management Trust website: www.managementtrust.com
Ekaterina Henyan, TMT Community Association Manager ekaterina.henyan@managementtrust.com
Phone: 253-472-0825
After Hours Emergency Number: 425-897-3400

SPCA Facebook

This group is for current residents and owners only, so you'll need to share your unit number for verification. Join today! <https://www.facebook.com/groups/SunsetPlazaTacoma>

SPCA NEWSLETTER

APRIL 2020

Please help save printing costs. Subscribe to the newsletter at newsSPCA@gmail.com (include your name, unit number and email address).

Due to COVID-19 restrictions, the Apr. Board Meeting is canceled. In place of the Apr. Board Meeting, pertinent information will be collected and reviewed by the Board and then disseminated to the community via the following mediums:

- Website
- Newsletter
- Email Blast
- Community Center
- Kiosk Postings

We apologize if the information is sent out twice, we are working to ensure all SPCA residents remain informed to the best of our ability.

Items of Interest from Last Board meeting

Please note, complete meeting minutes are posted on our website at <https://www.sunset-plaza.org/>

Jean Homan (Secretary) and Peter Schrempp (Treasurer) are leaving the SPCA Board of Directors. They have both played vital roles in the management of our community and will be greatly missed. Their tireless efforts and ingenuity have kept our community on a steady path during difficult times and are indefinitely appreciated.

We would like to welcome both Brooke Picone and Jackie Uhlemann in their temporary appointments to the Board as Secretary and Treasurer, respectively. It is important to note that these appointments are only temporary until the SPCA community as a whole has the opportunity to vote at the Annual Meeting tentatively scheduled for May 25, 2020.

Due to the current State of Emergencies regarding COVID-19, the Board unanimously decided that it would be in the community's best interest to temporarily close the Community Center to protect the health and safety of all those that use this facility. We will monitor the situation on a day-by-day basis and reopen the center when we feel we can reasonably guarantee that all those who use the facilities are safe from the spread of COVID-19.

New Board Members

Brooke Picone holds an M.A in International Relations from UW-Seattle, has been an owner/resident in our community since 2017, and is currently part of the Communications Committee. As a military veteran, she believes joining the SPCA Board of Directors is a fiduciary duty and civic responsibility. Brooke's goal for Sunset Plaza in the coming years is to see the gully restored to a thriving, natural state, continued proactive maintenance of an aging property, and to prevent any egregious errors that threaten resident safety or property values.

Jackie Uhlemann has experience as treasurer, secretary, and president on the board of her children's parent/teacher organization in California. She began her career as a tax accountant, later pursued a Master's degree in Psychology, and is a licensed professional counselor in Arizona. She and her husband moved to Washington to be closer to family. Jackie hopes to contribute to the financial stability and beauty that is Sunset Plaza by serving on the Board.

Gully Update

SS Landscaping has removed the appropriate downed trees and has left the remaining felled trees in place as "habitat logs" per the recommendations provided by Soundview Consultants. There is still some expected cleanup to be conducted by SS Landscaping to include the brush and leftover logs not taken by the community from the residential parking lot.

We are currently in the final stages of receiving permit approval from the City of Tacoma and are awaiting a site visit from the City's representative. Once final approval of the permit is received, SS Landscaping will then begin the removal of the invasive species and begin the preparations for planting.

Although things are currently moving forward, it is important to note that scheduling remains fluid and dynamic in response to COVID-19 changes and restrictions.

The Management Trust (TMT) Update

If someone needs a new gate card, gate remote, or pedestrian gate key, please email or call AuBree Fries at aubree.fries@managementtrust.com or (253) 472-0825 ext. 3491. Due to COVID-19 restrictions, the TMT office is closed to foot traffic, so these requests need to be submitted electronically at this time.

A Friendly Request from Our Maintenance Man Eddie

Eddie has suspended his initiative of taking pictures of patios not in compliance with SPCA rules to allow residents to focus on more urgent matters during this difficult time.

Welcoming Committee

Hi Everyone! With the craziness created by COVID-19, we have not been contacting anyone. We apologize for that, but even though you have not met us in person yet, we look forward to that time.

A couple of things to note- **First**, if you plan to make any changes to your condo, please check with TMT to see if you need to get approval or a permit first.

Second, please be mindful of what you are putting in the recycle bins. There were tags on the containers, which means that it has been contaminated with a non-recyclable. If you did not get a copy of the new guidelines published by the City, please let us know, and we'll get you a copy. We don't want to lose all our recycling containers by not abiding by the rules.

Thanks, and stay well!

Communications Committee

Nancy Schrempf is leaving the SPCA community and the Communications Committee. We extend a heartfelt "Thank you!" to her for all her endeavors. Nancy's commitment to excellence is appreciated, and we will continue to work to the standard she has set for the Communications Committee!

Marcey Niesen has also left the Communications Committee to pursue a more active role in the SPCA Garden group. Thank you Marcey for all you have done, and we look forward to the beautiful garden plots you will create in the future!

The Communications Committee continues to operate with Brooke Picone and Alan Uhlemann. Anyone interested in joining the Communications Committee, please email Teresa Topping at missflyer2017@gmail.com

Garden Group

Welcome Marcey, who has taken the spot next to Herb to help with the garden group! Our last meeting was canceled, and we will hold one as soon as it permits.

We are still looking for free scrap outdoor lumber to build and fix a few garden boxes, so if you are a contractor and have some to donate, please let us know.

We have 3 new gardeners this year. If you would like to be put on the waiting list, please let us know. Contacts are Herb at amherb2000@yahoo.com or Marcey at palmtree.1973@yahoo.com. Happy gardening!

Rules Reminder

Pet Waste: It is required BY LAW to pick up all pet waste!! Bags and receptacles are provided throughout the community, and it is an SPCA HOA requirement to dispose of your pet's waste properly. This is enforceable by monetary fines of up to \$250.00 levied by the City of Tacoma per Tacoma Municipal Code 17.02.132 and 17.01.190.

Additionally, all dogs must be on a leash everywhere within the property except in the designated off-leash dog run area.

Upcoming Meetings

SPCA Annual Board Meeting: **Tentatively** Mon, May 25 at 6:30pm in the Community Center. All residents welcome!

SPCA Garden Meeting: March meeting was canceled due to COVID-19 restrictions. Next meeting TBD.

Safe Streets: **Meetings likely impacted by COVID-19 restrictions.** Safe Streets meets the fourth Wednesday of every month at 6:30pm in Swasey Library, right outside our front gates!

The West End Neighborhood Council: **Meetings likely impacted by COVID-19 restrictions.** Typically meets the third Wednesday of every month at 7pm in Tacoma Community College, Building 16. Please check their website, <https://sites.google.com/we-tacoma.org/we-tacoma/home> to verify the meeting time and place.

Call for SPCA HOA Board Members

Are you looking for a challenge? Looking for a way to make a difference in your community? Interested in learning what makes the community what it is? Curious about the budgeting process? We are looking for a few energetic owners who would like to be involved in making the decisions about the property.

Each term is two years with opportunities to focus on what is important to you and the community. Elections are at the SPCA Annual Meeting on May 25, 2020. If you are interested, please contact any Board member or TMT for more information.

Current Sunset Plaza Condo Association (SPCA) Board Of Directors

Teresa Topping, President missflyer2017@gmail.com

Jody Matthews, Vice President jodyvpsunsetplaza@gmail.com

Brooke Picone, Secretary brookepicone@gmail.com

Jackie Uhlemann, Treasurer jackieuh@midnightsong.com

Bryson Browning, MAL bbrowning3055@gmail.com

Sue Brown, MAL m.suebrown@gmail.com

Sunset Plaza Condo Association website: www.sunset-plaza.org

Please contact any board member for the password.

The Management Trust website: www.managementtrust.com

Ekaterina Henyan, TMT Community Association Manager ekaterina.henyan@managementtrust.com

Phone: 253-472-0825 x3488

AuBree, Fries, TMT Community Support Specialist aubree.fries@managementtrust.com

Phone: 253-472-0825 x3491

After Hours Emergency Number: 425-897-3400

SPCA Facebook: This group is for current residents and owners only, so you'll need to share your unit number for verification.

Join today! <https://www.facebook.com/groups/SunsetPlazaTacoma>

SPCA NEWSLETTER

MAY 2020

Please help save printing costs. Subscribe to the newsletter at newsSPCA@gmail.com (include your name, unit number, and email address)

Due to COVID-19 restrictions, the May Board Meeting is canceled. In place of the May Board Meeting, pertinent information will be collected and reviewed by the Board and then disseminated to the community via the following mediums:

- Website
- Newsletter
- Email Blast
- Community Center
- Kiosk Postings

We apologize if the information is sent out twice, we are working to ensure all SPCA residents remain informed to the best of our ability.

Recap of Community Activities

Current SPCA projects, the management company report, and April financials are posted on the website (<https://www.sunset-plaza.org/>).

We are unable to hold our May 25th Annual Meeting in person, given the current state of the COVID-19 outbreak. The Annual Meeting will be tentatively scheduled for Monday, June 22nd. We are exploring options on how to hold the meeting. Current ideas being considered are an electronic meeting via ZOOM, in-person meeting on the Community Center tennis court (weather permitting) while observing social distancing, and/or how to negotiate mail-in voting for new members of the Board of Directors.

The City of Tacoma is almost finished replacing the piping for all the water meters in our community. There are several buildings left, including K Building and the Community Center.

The contract has been signed for the asphalt cleaning, crack fill, seal coat, and striping project and will commence as soon as the City of Tacoma completes their work with the water meters. The total cost \$39,451.18 and is an SPCA reserve project.

A portion of the stone wall has fallen near N building parking lot. The Board held a vote to approve a bid from SS Landscaping for \$1,558.23 to repair.

SS Landscaping fixed the irrigation leak near the pool for a cost of \$594.87 to repair, which was approved by the Board.

SS Landscaping submitted a bid for backflow repairs needed in the amount of \$1207.00, which the Board voted to approve.

The Board voted on which company to choose to rebuild the fence along the dog run. Out of four bids provided, the Board chose KB Fence, which includes a 10-year warranty on the post on pipe footings, a 2-year warranty of assembly and installation, and a 1-year warranty against twisting, cracking, or splitting of pressure-treated materials. The bid includes oil-based staining with a total cost of \$28,869.50 and a start date of the last week of June 2020.

The Board is currently assessing bids provided for exploratory services regarding plumbing and water leak issues. The scope of work includes reviewing documentation regarding leaks in 2019, onsite inspection of 2 units, and preparation of an intrusive investigation plan and budget, including plumber support pricing for extractions and return to service. The intent is to assure insurance companies that we are serious about preventing possible leaks as risk mitigation of our older buildings and their systems.

Be Vigilant

We have had several car break-ins since the beginning of the year, as well as a report of someone trying to open the outgoing mailbox by L building. Please be vigilant everyday by keeping your eyes open as you walk around the property. You can report any car or individuals who seem suspicious to TMT, Eddie, or someone on the board.

Gully Update

We are currently in the final stages of receiving permit approval from the City of Tacoma. Once final approval of the permit is received, SS Landscaping will then begin the removal of the invasive species and begin the preparations for planting.

However, if final permit approval is not granted within the spring planting season, planting will not occur until the fall to prevent loss during the summer dry season.

Gully Legal Remedy: Three lawyers were found who may be acceptable in handling our legal case regarding the gully. Interviews will be scheduled over the next 3-4 weeks and will be primarily processed by Brooke, Jackie, and Teresa, although all Board members will have the opportunity to listen in and ask questions as well.

The Management Trust (TMT) Update

If someone needs a new gate card, gate remote, or pedestrian gate key, please email or call Phyllis Long at Phyllis.Long@managementtrust.com or (253) 472-0825 ext. 3480. Due to COVID-19 restrictions, the TMT office is closed to foot traffic, so these requests need to be submitted electronically at this time.

A Friendly Request from Our Maintenance Man Eddie

Eddie has suspended his initiative of taking pictures of patios not in compliance with SPCA rules to allow residents to focus on more urgent matters during this difficult time.

Welcoming Committee

Hi Everyone! With the craziness created by COVID-19, we have not been contacting anyone. We apologize for that, but even though you have not met us in person yet, we look forward to that time.

Communications Committee

Anyone interested in joining the Communications Committee, please email Teresa Topping at missflyer2017@gmail.com

Garden Group

Poison Hemlock was recently found in the Community Garden and on gully side of the fence near the Community Garden area. Poison Hemlock is a noxious weed and must be eradicated, or we face possible fines from Pierce County. We are working with a friend of one of our owners who works with eradicating noxious weeds in Kitsap County for proper spraying and eradication techniques.

Three new boxes were recently built with salvaged wood from the downed fence of the dog run!

Please remember, all items need to be removed from the recycle shelter as it is not a garden storage area. Tools can be placed against the side of the shelter facing the garden or in your box. Other personal items need to be in boxes or out of the garden area. Please keep in mind the garden area is **NOT** a donation drop-off area.

Rules Reminder

Pet Waste: It is required BY LAW to pick up all pet waste!! Bags and receptacles are provided throughout the community, and it is an SPCA HOA requirement to dispose of your pet's waste properly. This is enforceable by monetary fines of up to \$250.00 levied by the City of Tacoma per Tacoma Municipal Code 17.02.132 and 17.01.190.

Additionally, all dogs must be on a leash everywhere within the property except in the designated off-leash dog run area.

Upcoming Meetings

SPCA Annual Board Meeting: Tentatively Mon, June 22nd at 6:30pm potentially at the Community Center tennis court, weather permitting. All residents welcome!

SPCA Garden Meeting: Next meeting TBD

Safe Streets: **Meetings likely impacted by COVID-19 restrictions.** Safe Streets meets the fourth Wednesday of every month at 6:30pm in Swasey Library, right outside our front gates!

The West End Neighborhood Council: **Meetings likely impacted by COVID-19 restrictions.** Typically meets the third Wednesday of every month at 7pm in Tacoma Community College, Building 16. Please check their website, <https://sites.google.com/we-tacoma.org/we-tacoma/home> to verify the meeting time and place.

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SPCA NEWSLETTER

JUNE 2020

Please help save printing costs. Subscribe to the newsletter at newsSPCA@gmail.com (include your name, unit number, and email address)

Due to COVID-19 PHASE II restrictions, the June Board Meeting will be a hybrid platform of virtual, mail-in, and in-person assembly. In addition to the June Board Meeting, pertinent information will be collected and reviewed by the Board and then disseminated to the community via the following mediums:

- Website
- Newsletter
- Email Blast
- Community Center
- Kiosk Postings

As Pierce County is only currently in Phase II of reopening, no more than 5 members outside of a household are allowed for gatherings. IF Pierce County is approved for Phase III (outside gatherings of groups up to 50 people) before the June 22nd Annual Meeting, then residents are invited to attend the meeting at the SPCA tennis courts while observing social distancing (weather permitting).

Recap of Community Activities

Current SPCA projects, the management company report, and May financials will be posted to the website (<https://www.sunset-plaza.org/>).

Our June 22nd Annual Board Meeting will be a hybrid platform of virtual, mail-in, and in-person assembly scheduled for Monday, June 22nd. While in Phase II status, Board members only will meet in-person, and residents provided Zoom meeting contact information for virtual attendance in the Annual Board Meeting packet mailed by TMT. The selection of new Board members will occur by mail-in vote only. Ballots were also distributed along with the packets mailed to all residents from TMT with instructions to fill out and return to TMT for processing.

Heather LaDue has replaced Ekaterina Henyan as our TMT Community Association Manager. Her contact information is listed on the lower back portion of this newsletter. Welcome Heather!

The Board voted to approve payment of current gully remediation invoices totaling \$50,321.73 from the Reserve Fund instead of the Operating Expenses as the gully remediation project is a long-term investment.

The Board voted to halt the temporary appointment of new Board members and instead allow the SPCA Community their opportunity to vote in new Board members during the Annual Meeting mail-in voting process.

The Board voted to approve a pre-paid TracFone for commercial use for our maintenance technician Eddie for approximately \$20 a month. A commercial phone allows him to conduct SPCA/TMT business without using his personal cell phone and data plan.

The Board voted to approve the renewal of SPCA's FHA Certification for a cost of \$1200 and a renewal date of June 11th, 2020. The FHA Certification is good for 3 years.

The Board is currently assessing bids provided for exploratory services regarding plumbing and water leak issues. The intent is to assure insurance companies that we are serious about preventing possible leaks as risk mitigation of our older buildings and their systems.

Be Vigilant

Please be vigilant every day by keeping your eyes open as you walk around the property. You can report any car or individuals who seem suspicious to TMT, Eddie, or someone on the Board.

Gully Update

The final permit approval from the City of Tacoma (CoT) for the gully remediation project goes into effect on June 19th, 2020. At that time, the yellow sign located at the front gate will be removed, and the removal of the invasive species from the site can begin. However, planting will not occur until the fall to prevent loss during the summer dry season.

Gully Legal Remedy: Two lawyers (of the four initially eligible for consideration) deemed acceptable in handling our legal case regarding the gully were interviewed. The lawyer found more experienced in the handling of our type of situation was asked to provide a preliminary assessment of our claim.

The Management Trust (TMT) Update

The Safe Streets organization is looking for an SPCA replacement to co-lead with the Safe St. representative **FIVE** Safe Streets meetings per year. Safe St. have changed their meeting rotation from monthly to every other month and will not meet in July, August, or December of this year. If interested, please email Phyllis Long at thetrustwa@managementtrust.com.

A Friendly Request from Our Maintenance Man Eddie

Please ensure your vehicle follows SPCA rules and regulations. Vehicles with expired tags and in violation of the SPCA 14 day "non-movement" rule will be reported to TMT, with the vehicle subject to removal at the owner's expense. Additionally, **any parking space that abuts a building is prohibited from back-in parking.**

Welcoming Committee

Now that we have entered Phase II of COVID-19 reopening, and can get out more, we will be able to safely begin reaching out to the residents who moved into the community within the last few months. We will put together a plan to do this in a safe and conscientious way and look forward to meeting our newest neighbors!

Communications Committee

Anyone interested in joining the Communications Committee, please email Teresa Topping at missflyer2017@gmail.com

Garden Group

The Poison Hemlock found on the gully side of the fence near the community garden area was sprayed following proper eradication techniques and will be removed by SS Landscaping with the rest of the invasive species for the gully remediation project.

Three new boxes were recently built with salvaged wood from the downed fence of the dog run!

Please remember, all items need to be removed from the recycle shelter as it is not a garden storage area. Tools can be placed against the side of the shelter facing the garden or in your box. Other personal items need to be in boxes or out of the garden area. Please keep in mind the garden area is **NOT** a donation drop-off area.

Rules Reminder

SPCA rule 204.1.c states that no public posting of any signs, flyers, personal statements, or any advertising will be permitted without prior written SPCA approval. Please do not post any signs requesting landscaping changes, recycling admonishments, or randomly found articles to mail kiosks, sides of buildings, or in garden areas.

If residents would like to request changes to landscaping or publish a flyer, they are encouraged to go through the proper channel of emailing a Board member. The Board will then review and submit to TMT (if appropriate). TMT will reach out to the relevant subcontractor, or the Board will provide written permission for the posting. This process creates a chain of accountability should an accident occur and protects both the property and residents from potential damages.

SPCA Rule 204.4 dictates that common-area flowers, plants, and shrubs are for everyone's enjoyment, none are to be taken for personal use. Recently several rose bushes were harmed with roses picked from stems, leaves and stems discarded as trash, and mud footprints tracked all over the seating area in the Rose garden over by C building.

Please contact a member of the SPCA BoD to report violations of SPCA rules. Continued violation of SPCA rules is subject to a fine from TMT after the initial warning is given.

Upcoming Meetings

SPCA Annual Board Meeting: Mon, June 22nd at 6:30pm and is a hybrid platform of in-person meetings of Board members with residents provided virtual attendance opportunities. Ballots for voting in new Board members should be returned by mail to TMT for processing.

SPCA Garden Meeting: Next meeting TBD

Safe Streets: **Meetings likely impacted by COVID-19 restrictions.** Safe Streets meets the fourth Wednesday of every month at 6:30pm in Swasey Library, right outside our front gates! No meeting will be held in July, August, or December 2020.

The West End Neighborhood Council: **Meetings likely impacted by COVID-19 restrictions.** Typically meets the third Wednesday of every month at 7pm in Tacoma Community College, Building 16. Please check their website, <https://sites.google.com/we-tacoma.org/we-tacoma/home> to verify the meeting time and place.

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Please contact any board member for the password.

The Management Trust website: www.managementtrust.com

Heather LaDue, TMT Community Association Manager thetrustwa@managementtrust.com

Phone: 425-897-3485

Phyllis Long, TMT Community Support Specialist thetrustwa@managementtrust.com

Phone: 253-472-0825 x3480

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SPCA Facebook: This group is for current residents and owners only, so you'll need to share your unit number for verification.

Join today! <https://www.facebook.com/groups/SunsetPlazaTacoma>

SPCA NEWSLETTER

JULY 2020

Please help save printing costs. Subscribe to the newsletter at newsSPCA@gmail.com (include your name, unit number, and email address)

Due to COVID-19 PHASE II restrictions, the July Board Meeting will be held virtually via Zoom on July 27th from 6:30-8:30pm. Please use the call-in number 253-215-8782 and meeting ID 964 9419 6163 to attend by phone or log on to Zoom and use meeting ID 964 9419 6163 and password 460106 to attend virtually.

In addition to the July Board Meeting, pertinent information will be collected and reviewed by the Board and then disseminated to the community via the following mediums:

- Website
- Newsletter
- Email Blast
- Community Center
- Kiosk Postings

Recap of Community Activities

Current SPCA projects, the management company report, and June financials will be posted to the website <https://www.sunset-plaza.org/>.

During the June 22nd Annual Meeting, Brooke Picone, Jackie Uhlemann, and Jenika Burton were officially elected to the SPCA Board of Directors (BoD). We also said a heartfelt goodbye to our longtime Vice President Jody Matthews. Jody served several terms and has earned a well-deserved break from community service, although we hope to still see her around the community and at meetings!

The Board voted to restart the \$15k monthly payment from Operating Expenses to the Reserve Fund. This payment was halted for 3 months starting January 2020 and should have been restarted in April 2020. However, due to changes in management and Board personnel, the payment was not made, and the funds instead filled up the Operating Expenses account. The Board voted to restart the \$15k payment and backpay an additional \$15k for July, August, and September to redistribute the funds back into the proper Reserve account.

The Board voted to renew the annual insurance on the Association's rental unit (K102) through State Farm Insurance for a cost of \$609.00 with effective dates of Jul 14, 2020 – Jul 14, 2021.

Evergreen Fire and Security conducted an onsite walk-thru with Board members on July 9th, 2020 to generate bids for the following items: 1. Required annual fire alarm testing and inspection, and 2. Reserve project fire alarm replacement system.

On June 26th, 2020 Board members conducted a property walk-thru with SS Landscaping for identification on areas in need of focus and attention. SS Landscaping identified what concerns were already part of the existing contract (ivy trimming, gazebo garden cleanup) and vowed improved maintenance. SS Landscaping also provided a bid for improvements not covered under the current contract totaling \$2,383.30. The Board will vote on the bid for improvements in the coming weeks.

SS Landscaping replaced an Irrigation battery operated controller for a cost of \$137.47 on July 14, 2020.

KB Fence has received the 50% payment for the replacement of the front fence (front gate alleyway), and we are waiting on confirmation that the contractor has ordered material. The fence was tentatively slotted for replacement in August; however, a shortage of material is causing a delay in materials procurement and fence installation.

Gully Update

SS Landscaping removed the invasive blackberry and poison hemlock by mechanical cutting and sprayed herbicide on the invasive ivy in the Gully rehab site from July 6th-10th, 2020. Soundview Consultants (SVC) conducted an onsite inspection as required by the City of Tacoma (CoT) on July 10th. Before a November fall planting, SS Landscaping will remove any new invasives growth per SVC's restorative planting plan.

Gully Legal Remedy: Board members have been working to transfer all relevant data to our attorney for a preliminary assessment of our claim. The cost of review is estimated not to exceed \$5k.

Be Vigilant

Please be vigilant every day by keeping your eyes open as you walk around the property. You can report any car or individuals who seem suspicious to TMT, Eddie, or someone on the Board.

The Management Trust (TMT) Update

TMT has been working on scheduling the Reserve project of asphalt sealing, painting, and striping with Rainier Asphalt. TMT has requested the scheduled time for asphalt maintenance be in consecutive days so the owners/residents of Sunset Plaza can park their vehicles offsite for only 2-3 days while asphalt repairs are underway.

A Friendly Request from Our Maintenance Man Eddie

Eddie will be on vacation from August 3-7 but is working with TMT to ensure a backfill is provided for days during that time to mitigate a lag in services.

Welcoming Committee

Now that we have entered Phase II of COVID-19 reopening, and can get out more, we will be able to safely begin reaching out to the residents who moved into the community within the last few months. We will put together a plan to do this in a safe and conscientious way and look forward to meeting our newest neighbors!

Communications Committee

Anyone interested in joining the Communications Committee, please email Teresa Topping at missflyer2017@gmail.com

Garden Group

Reminder: **1)** if you have any garden items in the trash can cove, please remove them by the end of the month, or the items will disappear. The trash cove is not to store garden items. We may have a small number of tools against the outer side facing the garden area (long-handled items), but all others should be stored in your box or unit. **2)** please mark your box with your unit number.

Happy gardening!

Rules Reminder

The Board understands SPCA residents are interested in when the Community Center & Pool can reopen and has provided guidance directly from the Tacoma Pierce County Health Department dated July 6, 2020 for community pools and gyms.

Pools that are not staffed, such as ours, will be able to reopen in phase 3. Currently, we are in phase 2. To help prepare for reopening, please review the [COVID-19 Prevention Guidance and Reopening of Water Recreation Facilities in Phases](#) from the Department of Health.

Gov Inslee's fitness guidelines for gyms facilities can be found at

<https://www.governor.wa.gov/sites/default/files/COVID19Phase2FitnessGuidelines.pdf>. Phase 2 authorized operations include appointment-only one-on-one personal training and small group fitness sessions (groups of 5 or less) at private specialized training facilities. **The independent use of machines without a personal trainer is not allowed in phase 2.**

Upcoming Meetings

SPCA monthly July Board Meeting will be held virtually via Zoom on July 27th from 6:30-8:30pm. Please use the call-in number 253-215-8782 and meeting ID 964 9419 6163 to attend by phone or log on to Zoom and use meeting ID 964 9419 6163 and password 460106 to attend virtually. Board meetings occur on the 4th Monday of every month!

SPCA Garden Meeting: Next meeting TBD

Safe Streets: **Meetings likely impacted by COVID-19 restrictions.** Safe Streets meets the fourth Wednesday of every month at 6:30pm in Swasey Library, right outside our front gates! No meeting will be held in July, August, or December 2020.

The West End Neighborhood Council: **Meetings likely impacted by COVID-19 restrictions.** Typically meets the third Wednesday of every month at 7pm in Tacoma Community College, Building 16. Please check their website, <https://sites.google.com/we-tacoma.org/we-tacoma/home> to verify the meeting time and place.

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SPCA NEWSLETTER

AUGUST 2020

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Due to COVID-19 PHASE II restrictions, the August Board Meeting will be held virtually via Zoom on August 24th from 6:30-8:30pm. TMT will establish the call-in/login information. Info will be distributed to residents via email blast and tear away sheets posted every mail kiosk.

In addition to the July Board Meeting, pertinent information will be collected and reviewed by the Board and then disseminated to the community via the following mediums:

- Website
- Newsletter
- Email Blast
- Community Center Door
- Kiosk Postings

Recap of Community Activities

Current SPCA projects, the management company report, and financials are posted to the website <https://www.sunset-plaza.org/>.

A July 27th Gully rehab site meeting with SS Landscaping resulted in scheduling more invasives removal for last week in August.

The July 31st on-site meeting with KB Fence was rescheduled due to the contractor quarantining for COVID, rescheduled tentatively for the week of August 17th.

On Aug. 5th, 3 different irrigation valves were backflow tested to ensure the safety of SPCA's drinking water. The point of backflow testing is to ensure no irrigation water is leaking through and contaminating drinking water. TMT is currently waiting for the report with official results from Tacoma Health Department.

A report of a broken branch in the dog park was received on Aug 5th. On Aug 7th, SS Landscaping assessed and determined it was too high up for them to reach but contacted a subcontractor to generate a bid for removal.

On Aug. 6th, Tacoma Health Department conducted a surprise inspection to confirm we are adhering to the COVID Safe Start and current Phase allowances. The Association could have been penalized if the pool and clubhouse were found in use as Tacoma is taking serious measures to enforce the proper actions within each phase.

Rainier Asphalt completed the asphalt patching, curb repair, and seal coat project from August 10th-14th. A walkthrough will be conducted the week of Aug. 17th to address any issues that need to be corrected. Any required touch-ups will not impact parking. Thank you everyone for your cooperation and compliance during this project, it is appreciated!

A Soundview invoice for \$1219.06 for Gully rehab site consultation was paid.

During the July Zoom monthly Board meeting, the Board voted to approve an irrigation bid required for the Gully rehab site for \$4850.73. The above-ground irrigation will be roughed in before planting in Oct 2020 but will not be energized until Spring 2021.

On August 11th, in a Zoom special meeting, the Board voted to approve a bid for mulch from SS Landscaping for the Gully rehab site as required by Soundview Consultants (SVC) and the City of Tacoma (CoT) in the amount of \$2470.68.

Annual Budget meetings (initial and final for Board vote) will be held via Zoom. Info to be disseminated once dates are established.

Gully Update

SS Landscaping will remove additional invasive blackberry by mechanical cutting and spraying herbicide on the invasive ivy in the Gully rehab site during the last week in August 2020. Per SVC and CoT requirements, mulch for soil stabilization will be added to a small section before hydroseeding, and above-ground irrigation will be added for maintaining vital growth for the first two years of monitoring.

Gully Legal Remedy: Board members have been working to transfer all relevant data to our attorney for a preliminary assessment of our claim. The cost of review is estimated not to exceed \$5k.

Be Vigilant

Please be vigilant every day by keeping your eyes open as you walk around the property. You can report any car or individuals who seem suspicious to TMT, Eddie, or someone on the Board.

SS Landscaping Update

The green chemical sprayed around the property is a vegetation control with added dye to show the areas sprayed. The trade name is Ranger Pro, and it is a glyphosate product.

Every person and animal will have different reactions to landscape materials. Usually, once the product has dried, there are no concerns. The best approach is, if someone is concerned with contamination, just keep any bare skin (both humans and pets) away from the area until it has been watered, either by the irrigation system or mother nature.

If they have touched it, simple soap and water cleaning will work.

A Friendly Request from Our Maintenance Man Eddie

Eddie has returned from vacation and resumed regular duties around the property. He will begin tagging vehicles not in compliance with SPCA rules for removal.

Welcoming Committee

Now that we have entered Phase II of COVID-19 reopening, and can get out more, we will be able to safely begin reaching out to the residents who moved into the community within the last few months. We will put together a plan to do this in a safe and conscientious way and look forward to meeting our newest neighbors!

Communications Committee

Anyone interested in joining the Communications Committee, please email Teresa Topping at missflyer2017@gmail.com

Garden Group

The garden group welcomes Georgina Rossi as the new point of contact (gdr2768@gmail.com) for all garden issues as Marcey is leaving the Sunset Plaza community. Thank you Marcey for all of your hard work and good luck in your new home!

Welcome Georgina!

Rules Reminder

The Board understands SPCA residents are interested in when the Community Center & Pool can reopen and has provided guidance directly from the Tacoma Pierce County Health Department dated July 6, 2020 for community pools and gyms.

Pools that are not staffed, such as ours, will be able to reopen in phase 3. Currently, we are in phase 2. To help prepare for reopening, please review the [COVID-19 Prevention Guidance and Reopening of Water Recreation Facilities in Phases](#) from the Department of Health.

Gov Inslee's fitness guidelines for gyms facilities can be found at

<https://www.governor.wa.gov/sites/default/files/COVID19Phase2FitnessGuidelines.pdf>. Phase 2 authorized operations include appointment-only one-on-one personal training and small group fitness sessions (groups of 5 or less) at private specialized training facilities. **The independent use of machines without a personal trainer is not allowed in phase 2.**

Upcoming Meetings

Due to COVID-19 PHASE II restrictions, the August Board Meeting will be held virtually via Zoom on August 24th from 6:30-8:30pm. TMT will establish the call-in/login information. Info will be distributed to residents via email blast and tear away sheets posted every mail kiosk.

SPCA Garden Meeting: Next meeting TBD

Safe Streets: **Meetings likely impacted by COVID-19 restrictions.** Safe Streets meets the fourth Wednesday of every month at 6:30pm in Swasey Library, right outside our front gates! No meeting will be held in July, August, or December 2020.

The West End Neighborhood Council: **Meetings likely impacted by COVID-19 restrictions.** Typically meets the third Wednesday of every month at 7pm in Tacoma Community College, Building 16. Please check their website, <https://sites.google.com/we-tacoma.org/we-tacoma/home> to verify the meeting time and place.

Current Sunset Plaza Condo Association (SPCA) Board Of Directors

Teresa Topping, President missflyer2017@gmail.com

Brooke Picone, Vice President brookesunsetplazahoa@gmail.com

Sue Brown, Secretary m.suebrown@gmail.com

Jackie Uhlemann, Treasurer jackieu@midnightsong.com

Bryson Browning, MAL bbrowning3055@gmail.com

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Sunset Plaza Condo Association website: www.sunset-plaza.org

Please contact any board member for the password.

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Phone: 425-897-3485

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Phone: 253-472-0825 x3480

After Hours Emergency Number: 425-897-3400

SPCA Facebook: This group is for current residents and owners only, so you'll need to share your unit number for verification.

Join today! <https://www.facebook.com/groups/SunsetPlazaTacoma>

SPCA NEWSLETTER

SEPTEMBER 2020

Please help save printing costs. Subscribe to the newsletter at newsSPCA@gmail.com (include your name, unit number, and email address)

Due to COVID-19 PHASE II restrictions, the September Board Meeting will be held virtually via Zoom on Sept. 28th from 6:30-8:30pm. Please use the call-in number 253-215-8782 and meeting ID 956 0555 3114 to attend by phone or log on to Zoom and use meeting ID 956 0555 3114 and password 263771 to attend virtually.

In addition to the September Board Meeting, pertinent information will be collected and reviewed by the Board and then disseminated to the Community via the following mediums:

- Website
- Newsletter
- Email Blast
- Community Center Door
- Kiosk Postings

Recap of Community Activities

Current SPCA projects, the management company report, and financials are posted to the website <https://www.sunset-plaza.org/>.

A walk-thru by Board members was conducted on Aug 18th identifying minor issues needing to be fixed by Rainier Asphalt. A report was sent to TMT on Aug 21st requesting a time to be scheduled for Rainier to come on-site to fix. Rainier is sending someone to assess the corrections needed on Sept. 18th.

On Aug 31st, SS Landscaping provided a quote for \$793.44 for the removal of several small trees identified during an Aug 24th walk-thru with Board members and SS Landscaping. We are still waiting for a contractor to remove the large hanging fir branch in the dog park.

LGL Construction was slotted to repair and patch bird holes found on buildings throughout the property on the weekend of Aug. 28-30th. Unfortunately, the contractor injured his back on a different job and is still unable to proceed with the work on our property as of mid-Sept. TMT is reaching out to other contractors to obtain bids.

The first SPCA Budgeting Workshop was held via Zoom on Sept. 1st, with 5 of 6 Board members attending. A second Budgeting Workshop is tentatively scheduled via Zoom for Sept. 22nd. We will review Aug. financials and further address questions brought up in the first budgeting workshop. Once the Zoom meeting is established, the information will be posted on mail kiosks. Residents are invited to attend!

On Sept. 10th, a pest inspection walk-thru was conducted on N building by Eagle Pest Eliminators. The contractor did not see any termites, but possibly termite swarmers, which are common this time of year and "will go away." A full WDO (Wood Destroying Organisms) report can be done for a cost of \$165.00 plus tax per building and would be an inspection of the exterior only. The spray treatment of N building costs \$165.00 plus tax. However, the contractor did not see any insect infestations along the exterior of Building N. Completion of a community-wide inspection will cost \$2,475.00+WA state sales tax.

On Sept 10th, the Board voted to approve a bid from Reliable Electric for \$920 +materials to troubleshoot and repair carport lights at Buildings F, G, H, and the flagpole.

Front fence replacement will tentatively begin on September 21st and will take 4 to 5 days to complete. The fence will be done in sections. **A large part of the dog run will be blocked off with a temporary barrier placed between the pool fence and the tennis court fence. The area between the tennis court and the pool will be the only part of the run open.** Please plan accordingly

Gully Update

SS Landscaping removed additional invasive blackberry by mechanical cutting August 24-26th and sprayed herbicide on the invasive ivy in the Gully rehab site on Sept 14th. Per SVC and CoT requirements, mulch was added to a small section near the chain link fence closest to HWY 16 on the N building side of the Gully rehab site for soil stabilization. Above-ground irrigation will be roughed-in during Oct. and plantings are scheduled to occur during the last week of Oct 2020. SVC will be onsite to inspect, accept, and assist in developing a planting map with SS Landscaping for optimal placement to ensure plant survivability.

Gully Legal Remedy: Board members continue to transfer all relevant data to our attorney for a preliminary assessment of our claim. The cost of review is estimated not to exceed \$5k.

Be Vigilant

Please be vigilant every day by keeping your eyes open as you walk around the property. You can report any car or individuals who seem suspicious to TMT, Eddie, or someone on the Board.

A Friendly Request from Our Maintenance Man Eddie

Please ensure all vehicles follow SPCA rules; vehicles not in compliance with SPCA rules will be tagged for removal.

SS Landscaping Update

Sunset Plaza has been added to the SS Landscaping Portal. We can now let the landscapers know weekly what things need to be addressed on their Wednesday visits!

The Board needs **YOUR** help by sending landscaping requests/concerns to TeresaSunsetplazaHOA@gmail.com, or requests can be put in the plastic holder on the Community Center front door. Please be as specific as possible in your request (ex: trimming is needed in the ivy in front of 'A' building across from the mailboxes).

Resident requests for the week must be sent by **6 pm on Mondays** so the request can be loaded into the portal and reviewed. The SS Landscaping Manager will review and approve on Tuesdays; the request will then be put on the site job list for the Wednesday visits.

We are saving \$10,000+ a year compared to our previous landscaper. Please help us make this work!

Welcoming Committee

On Aug. 28-30th, the Welcoming Committee distributed 10 recycle bags, brochures, and homemade brownies to 10 residents who recently joined the community!

Anyone interested in joining the Welcoming Committee, please email Sue Brown at m.suebrown@gmail.com

Communications Committee

Anyone interested in joining the Communications Committee, please email Teresa Topping at missflyer2017@gmail.com

Garden Group

Please contact Georgina Rossi at gdr2768@gmail.com for all garden issues.

Rules Reminder

SPCA rule 205.7: Residents must provide TMT with their current vehicle info as changes occur. They should also notify TMT if they are allowing another resident to use their reserved space during an extended absence (e.g., snowbirds).

SPCA rule 205.8: only "**operable passenger vehicles**" (currently licensed, running street-legal motorized vehicles no longer than 20 feet, no wider than 7 feet, and no higher than 10 feet) may use parking spaces.

SPCA rule 205.9: Unless parked exclusively in the owner's assigned covered parking stall, any vehicle not driven within a 14-day period will be considered "stored" and will be subject to removal at the owner's expense.

SPCA rule 205.10: Parked vehicles must be in designated parking spaces and may not extend into traffic lanes. **Any parking space that abuts to a building is prohibited from back-in parking. Violators not in compliance may be fined, and any unregistered vehicles will be subject to towing.**

Upcoming Meetings

SPCA monthly September Board Meeting will be held virtually via Zoom on Sept. 28th from 6:30-8:30pm. Please use the call-in number 253-215-8782 and meeting ID 956 0555 3114 to attend by phone or log on to Zoom and use meeting ID 956 0555 3114 and password 263771 to attend virtually. Board meetings occur on the 4th Monday of every month!

SPCA Garden Meeting: Next meeting TBD

Safe Streets: **Meetings likely impacted by COVID-19 restrictions.** No meeting will be held in July, August, or December 2020.

The West End Neighborhood Council: **Meetings likely impacted by COVID-19 restrictions.** Please check their website, <https://sites.google.com/we-tacoma.org/we-tacoma/home> to verify the meeting time and place.

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SPCA NEWSLETTER

OCTOBER 2020

Please help save printing costs. Subscribe to the newsletter at newsSPCA@gmail.com (include your name, unit number, and email address)

Due to COVID-19 PHASE II restrictions and Annual Budget Ratification timelines, the October Board Meeting will be merged with the Budget Ratification Meeting on Nov. 2nd, 2020. The meeting will be held virtually via Zoom on Nov. 2nd from 6:30-8:30pm. Please use the call-in number 253-215-8782 and meeting ID 963 1067 7320 to attend by phone or log on to Zoom and use meeting ID 963 1067 7320 and passcode 869540 to attend virtually.

In addition to the Board Meeting, pertinent information will be collected and reviewed by the Board and then disseminated to the Community via the following mediums:

- Website
- Newsletter
- Email Blast
- Community Center Door
- Kiosk Postings

Recap of Community Activities

Current SPCA projects, the management company report, and financials are posted to the website <https://www.sunset-plaza.org/>.

Bryson Browning has stepped down as Member-at-Large from the SPCA Board of Directors (BoD). Thank you, Bryson, for your work on the Board! Good luck with your future projects, and we hope to still see you within the SPCA Community.

KB Fence completed the front fence on Oct. 7th. KB will return to make minor adjustments to the small portion of the fence near the tennis courts. The area is currently blocked off to prevent small dogs from squeezing out of the side but will be adjusted by KB Fence accordingly.

Rainier Asphalt completed 3 minor asphalt repairs on Mon, Oct 12th. They will need to return on Tues, Oct 20th to complete minor paint striping in specific areas. Please watch for "No Parking" cones to ensure the spots affected are left open.

The "widow-maker" hanging fir branch in the dog park was removed on Oct 13.

There is a tree slated for removal by SSL in the coming weeks near L Building's rounded, uncovered parking section. Please watch for "No Parking" cones in certain areas required for tree removal equipment.

The second SPCA Budgeting Workshop was held via Zoom on Sept. 22nd, with 4 of 6 Board members attending. **Due to budget ratification timelines, the Oct. Board meeting will be postponed until Mon, Nov. 2nd so the Budget Ratification meeting can be held at the same time.** This date merge allows budgeting packets to be mailed to all owners and enough time for owners and residents to review the financial information. **It is important that every owner understand how the money collected via dues is spent as it directly affects everyone in the community!**

Gully Update

On Oct. 26, SSL will be on-site with SVC and the SPCA BoD VP for plant inspection, arrangement, and planting of the Gully rehab site. Final invasives removal and staging of plants for acclimatization is scheduled for Oct. 12th-23rd. The goal is to have all the plants in the ground by Fri, Oct. 30th. There is a 1yr warranty on all plants provided by SSL, and SSL will provide replacement plantings to mitigate any winter losses in Spring 2021 (during install of irrigation) at no extra cost to SPCA.

Gully Legal Remedy: Board members continue to transfer all relevant data to our attorney for a preliminary assessment of our claim. The cost of review is estimated not to exceed \$5k.

A Friendly Request from Our Maintenance Man Eddie

Please ensure all vehicles follow SPCA rules; vehicles not in compliance with SPCA rules will be tagged for removal starting Mon, Oct. 26th 2020. Vehicles will have 7 days to comply before towing begins on Mon, Nov. 2nd 2020.

SPCA rule 205.7: Residents must provide TMT with their current vehicle info as changes occur. They should also notify TMT if they are allowing another resident to use their reserved space during an extended absence (e.g., snowbirds).

SPCA rule 205.8: only "**operable passenger vehicles**" (currently licensed, running street-legal motorized vehicles no longer than 20 feet, no wider than 7 feet, and no higher than 10 feet) may use parking spaces.

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SPCA rule 205.10: Parked vehicles must be in designated parking spaces and may not extend into traffic lanes. Any parking space that abuts to a building is prohibited from back-in parking. Violators not in compliance may be fined, and any unregistered vehicles will be subject to towing.

SS Landscaping Update

Sunset Plaza has been added to the SS Landscaping Portal. We can now let the landscapers know weekly what things need to be addressed on their Wednesday visits!

The Board needs **YOUR** help by sending landscaping requests/concerns to TeresaSunsetplazaHOA@gmail.com, or requests can be put in the plastic holder on the Community Center front door. Please be as specific as possible in your request (ex: trimming is needed in the ivy in front of 'A' building across from the mailboxes).

Resident requests for the week must be sent by **6 pm on Mondays** so the request can be loaded into the portal and reviewed. The SS Landscaping Manager will review and approve on Tuesdays; the request will then be put on the site job list for the Wednesday visits.

We are saving \$10,000+ a year compared to our previous landscaper. Please help us make this work!

Rules Reminder: Recycling

Recycling Guidelines for Multi-Family Residences

The City of Tacoma's new recycling rules went into effect Jan. 1st 2020. Basics of the new guidelines below:

Recycling items (in the blue container):

- Everything must be empty, clean, and dry
- Mixed paper, paperboard and boxes, cardboard egg cartons
- Aluminum and metal cans
- Tubs, jugs, and plastic bottles; **do not include** snap-on/screw-on lids/tops or loose metal can lids

Glass items (in the gray container):

- Glass bottles and jars need to go in glass-only containers separated by color; **do not include** lids, corks, or caps.

Corrugated cardboard (in the tan rectangle bin near the front gate):

- Corrugated cardboard needs to be FLATTENED

THESE ITEMS ARE NO LONGER ALLOWED IN BLUE RECYCLING CONTAINERS:

- BAGGED ITEMS
- STYROFOAM OR PACKING PEANUTS
- PLASTIC BAGS OR PLASTIC WRAP
- CLAMSHELLS ("to go" boxes) OR SHREDDED PAPER

Drop-off at Recycling Center:

Residents are responsible for taking old furniture and other large items to the recycling center. They are not to be left at garbage enclosures or near the compactor by the front gate. Additionally, cleaners, household hazardous waste, rechargeable batteries, and fluorescent lightbulbs are not accepted for curbside garbage or recycling in Tacoma and must be taken to a recycling location.

Drop-off recycling is available to residents for free at the Tacoma Recovery & Transfer Center, 3510 S Mullen Street (a full list of other locations is available at tacomarecycles.org).

Drop-off at Recycling Center or Put in Garbage:

You can take clean and dry Styrofoam blocks, packing peanuts, plastic bags, zipper bags, plastic clamshell packaging, and shredded paper to a recycling center or put them in the garbage. Additionally, you can also drop off any recyclable items, including those that cannot be recycled in curbside bins due to size or type of material. All recyclables must be separated by type.

Everything Else is Garbage (green container): This includes milk/juice/soup cartons, lids and bottle caps, paper/plastic cups, paper plates, plastic utensils, straws, coffee pods, napkins, paper towels, aluminum foil, pie tins, plastic wrap, frozen food containers, prescription bottles, pizza boxes, food scraps and anything else not specifically listed above.

If you have other questions about recycling, you can contact Tacoma's solid waste team at solidwaste@cityoftacoma.org or 253-502-2100.

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SPCA NEWSLETTER

NOVEMBER 2020

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Due to COVID-19 PHASE II restrictions, the November Board Meeting will be held virtually via Zoom on Nov. 23rd from 6:30-8:30pm. Please use the call-in number that will be provided and posted around the community to attend by phone or log on to Zoom to attend virtually.

In addition to the November Board Meeting, pertinent information will be collected and reviewed by the Board and then disseminated to the Community via the following mediums:

- Website
- Newsletter
- Email Blast
- Community Center Door
- Kiosk Postings

Recap of Community Activities

Current SPCA projects, the management company report, and financials are posted to the website <https://www.sunset-plaza.org/>.

KB Fence completed the front fence on Oct. 7th. KB will return to make minor adjustments to the small portion of the fence near the tennis courts. The area is currently blocked off to prevent small dogs from squeezing out of the side but will be adjusted by KB Fence accordingly.

Oct 15, A walk-thru was conducted by Guardian Fire and Security and the SPCA BoD VP to generate a bid to retrofit the community fire alarm system to current fire code. The bid is estimated at ~\$700k.

Oct 18th, the Board voted to approve the purchase 2 additional dog waste stations for behind A and E buildings at the cost of ~\$230 +tax each. Eddie will install them both once they arrive.

Rainier Asphalt completed final paint repairs on Tues, Oct 20th. Rainier Asphalt is finished on-site. Your compliance with posted signs during the long Rainier Asphalt project is appreciated. Thank you!

Oct 26-Nov 6th Eddie and the SPCA BoD VP conducted the tagging and towing of vehicles found in non-compliance with SPCA rules for expired registration tabs. This will likely be a quarterly event. Please ensure your vehicle complies with community regulations to avoid any tow fines/TMT violation fines.

The 2021 SPCA Budget was ratified Nov 2 during the Oct monthly Board meeting with all 5 Board members present and 3 residents in attendance.

Drainpro serviced community drains on Nov 5th. Drainpro returned on Nov 6th for I and J building drains, but a problem in the lines require ~\$4k in root treatment for improved functioning.

Sunset Plaza Community is having a Food Drive! To participate, please put non-perishable food items in bags and leave them outside your door. Donations will be picked up Nov 21-22 by calling Nellie Bell (I-304) at 360-649-5629. Any donations not used in our community will be donated to a local food bank.

Gully Update

On Oct. 26, SSL was on-site with SVC and the SPCA BoD VP to begin plant inspection, arrangement, and planting of the Gully rehab site. The planting of over 334 plants occurred between Oct 26-Nov 20, 2020. A low-to-ground cedar split rail fence will go in during Dec 2020, and above-ground irrigation will go into the Gully rehab site in March 2021.

Gully Legal Remedy: Board members continue to transfer all relevant data to our attorney for a preliminary assessment of our claim. The cost of review is estimated not to exceed \$5k.

SS Landscaping Update

Sunset Plaza has been added to the SS Landscaping Portal. We can now let the landscapers know weekly what things need to be addressed on their Wednesday visits!

The Board needs **YOUR** help by sending landscaping requests/concerns to TeresaSunsetplazaHOA@gmail.com, or requests can be put in the plastic holder on the Community Center front door. Please be as specific as possible in your request (ex: trimming is needed in the ivy in front of 'A' building across from the mailboxes).

Resident requests for the week must be sent by **6 pm on Mondays** so the request can be loaded into the portal and reviewed. The SS Landscaping Manager will review and approve on Tuesdays; the request will then be put on the site job list for the Wednesday visits.

A Friendly Request from Our Maintenance Man Eddie

Please ensure all vehicles follow SPCA rules; vehicles not in compliance with SPCA rules will be tagged for removal.

Welcoming Committee

Welcome to Sunset Plaza!

We're glad you've decided to become part of our community!

Here are a few things that we hope you find helpful:

- **Management Company** - Our association is managed by an outside management company which is overseen by an elected Board of Directors consisting of homeowners.
 - **The Management Trust**
 - **Heather LaDue | Community Association Manager**
6704 Tacoma Mall Blvd., Suite 111 • Tacoma, WA 98409
P: 253-472-0825 x3485 | **F:** (253)472-0628
- **Declarations, By-laws, Rules, and Regulations-** You should have received a copy of these from the management company when you purchased your unit. It's important that you read them and ask questions if you have them. *(These can also be found on the Website.)*
- **Website** - We do have a website where you can keep up to date on what's happening in the community and look up documents.
 - **Website** – Sunset-plaza.org
 - **Login** - \$\$4owners
- **Keys –Unit** - Typically, you will get these from the previous owner.
- **Access keys** - Access to the walking gate, community center, and pool area. These are separate from the keys to your individual unit. You should have gotten these from the previous owner.
- **Main Gate card or FOB-** You should have gotten these from the previous owner. If not, please contact TMT.
- **Mailbox locks and keys** – If you don't get these from the previous owner, you can get them at the local hardware store (McLendon's)
- **Access** to the community center, exercise room, hot tub, sauna and pool. **Has been suspended due to COVID-19.**
A NOTICE WILL BE POSTED WHEN THEY REOPEN.
 - Hours of operation – 7am- 10pm Daily.
 - Pool access is seasonal, opening dates will be posted on notice boards by mailboxes. Usually June through September.
- **On-Site maintenance person** – Eddie is our on-site maintenance person. He is here M-F 7am to 3:30pm. If you notice something around the complex that needs attention or repair, please place a work order through the management company or complete a paper form in the community center by the office. Remember, he is not here for our personal repairs.
- **Community gardens** – There are a limited number of plots, but if you're interested, you can get your name on the list and when one becomes available, you will be notified. This is not operated by the association board but a group in the community that like to garden. Each gardener provides their own supplies. At this time, the coordinator for this group is Gina Rossi (gdr2768@gmail.com).

SPCA monthly **November Board Meeting will be held virtually via Zoom on Nov. 23rd from 6:30-8:30pm. Please use the call-in number that will be provided and posted around the community to attend by phone or log on to Zoom to attend virtually.** Board meetings occur on the 4th Monday of every month!

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SPCA NEWSLETTER

DECEMBER 2020

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Due to COVID-19 PHASE II restrictions, the December Board Meeting will be held virtually via Zoom on Dec. 28th from 6:30-8:30pm. Please use the call-in number that will be provided and posted around the community to attend by phone or log on to Zoom to attend virtually.

In addition to the December Board Meeting, pertinent information will be collected and reviewed by the Board and then disseminated to the Community via the following mediums:

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Recap of Community Activities

Current SPCA projects, the management company report, and financials are posted to the website <https://www.sunset-plaza.org/>.

Thank you to everyone who participated in the Nov. 24th food drive. After servicing our community, the remainder of the food was donated to a local food bank!

The fencing gap by the far-side of the tennis courts in the dog-park has been closed and is now safe for dogs of all sizes.

On Dec. 4th, Reliable Electric fixed the N building light pole by retrofitting the metal handle with an LED bypass lamp that **SHOULD** resolve the light's issue continually going out.

The Board received a bid from SS Landscaping for N building landscaping improvements for \$2101.51

During the weekend of Dec. 4th-6th, one stolen vehicle and two car break-ins occurred on the property; these crimes were reported to the Police. The stolen vehicle was recovered, with the suspect still in it, shortly after it was reported. **PLEASE DO NOT LEAVE VALUABLES IN VEHICLES.**

The Board held a special meeting on Dec. 7th to discuss recent security issues around the property and potential 2021 Reserve Projects.

On Dec. 9th, TMT mistakenly mailed a second budget mailing to all SPCA Residents. TMT will credit the Association for the second mailing cost.

SPCA BoD members Teresa and Brooke met with Secure Pacific on Mon, Dec 14th for a property walk-thru and assessment of security needs.

Thank you to SPCA BoD member Jackie Uhlemann for chairing the 1st Annual Sunset Plaza Pet Parade on Sat, Dec. 19th! Pictures are posted to FB and will be added to the Sunset Plaza Website as well!

Currently, the Board is reviewing a bid from the Amento Group for an initial phase plumbing assessment, which will include review of owner provided documentation regarding 2019 leaks, a preliminary site visit to include common areas and 2 additional units, preparing an intrusive investigation plan and budget including plumber support pricing and return to service. This study aims to better understand how to prevent possible leaks as risk mitigation of our older buildings and their systems.

Gully Update

On Dec. 2nd, Soundview Consultants (SVC) was on-site to complete the "as-built" drawing for the Gully rehab site. An "as-built" shows changes made to a permitted site and provides an exact rendering of the property as it appears upon completion.

Once SVC completes the as-built, a copy will be provided to SPCA and the City of Tacoma (CoT) for continued operational compliance in the gully rehab site. The cedar split rail was installed by SS Landscaping (SSL) Dec 14-18th, and the above-ground irrigation will additionally be installed in March 2021.

Gully Legal Remedy: Board members continue to transfer all relevant data to our attorney for a preliminary assessment of our claim. The cost of review is estimated not to exceed \$5k.

A Friendly Note from Our Maintenance Man Eddie

Starting Dec 14th, Eddie will be here as our on-site maintenance technician every M/W/Th/F and will be working at another TMT property on Tuesdays.

SS Landscaping Update

Sunset Plaza has been added to the SS Landscaping Portal. We can now let the landscapers know weekly what things need to be addressed on their Wednesday visits!

The Board needs **YOUR** help by sending landscaping requests/concerns to TeresaSunsetplazaHOA@gmail.com, or requests can be put in the plastic holder on the Community Center front door. Please be as specific as possible in your request (ex: trimming is needed in the ivy in front of 'A' building across from the mailboxes).

Resident requests for the week must be sent by **6 pm on Mondays** so the request can be loaded into the portal and reviewed. The SS Landscaping Manager will review and approve on Tuesdays; the request will then be put on the site job list for the Wednesday visits.

Welcoming Committee

Three new residents welcomed in December by SPCA BoD member Sue Brown!

Communications Committee

Anyone interested in joining the Communications Committee, please email Teresa Topping at missflyer2017@gmail.com

Garden Group

Please contact Georgina Rossi at gdr2768@gmail.com for all garden issues.

Rules Reminder

Pet Waste: It is required **BY LAW** to pick up all pet waste!! Bags and receptacles are provided throughout the community, and it is an SPCA HOA requirement to dispose of your pet's waste properly. This is enforceable by monetary fines of up to \$250.00 levied by the City of Tacoma per Tacoma Municipal Code 17.02.132 and 17.01.190.

WHO TO CONTACT TO REPORT CRIME

It is important to report all crimes, no matter how minor, to the police department. The Police rely on crime statistics to assign/place officers where they are most needed. If you are not reporting crimes, the police department will not know that you might have a crime spree or trend occurring in your area, and they cannot address it. Police will sometimes take reports over the phone if it is not necessary to have a police officer respond in person; this frees up officers so they are available for emergency responses.

Call 911: If the crime is in progress or an emergency (Police, fire, or medical aid is needed immediately to protect life or property).

Call the Non-emergency Line, 253-798-4721: If the crime is not in progress, there is no imminent danger, and property is not currently being damaged or in jeopardy of being damaged. Examples: stolen/lost vehicle, license plates, guns, passports, military IDs, etc.; car break-ins; graffiti that targets an individual or group; credit card fraud; you have suspect information; there was an injury to a person, or there was a witness to a crime. Calling ensures appropriate investigative information is gathered from the victim.

-OR-

For specific non-emergency issues, you can file a report using the online system www.tacomasaferg.org:

If there are no suspects and/or evidence left at the scene, for stolen/lost property (not a vehicle, license plates, guns, passports, military IDs, etc.) or vandalism.

Call 311: If you have a question about any city service or want to report non-emergency concerns. Examples: potholes, malfunctioning traffic signals, abandoned vehicles, overgrown vegetation, illegal dumping, drug paraphernalia clean-up, homeless individuals or encampments. **311 is not to be used for reporting crimes.**

SPCA monthly **December Board Meeting will be held virtually via Zoom on Dec. 28th from 6:30-8:30pm. Please use the call-in number that will be provided and posted around the community to attend by phone or log on to Zoom to attend virtually.** Board meetings occur on the 4th Monday of every month!

Current Sunset Plaza Condo Association (SPCA) Board of Directors

Teresa Topping, President missflyer2017@gmail.com

Brooke Picone, Vice President brookesunsetplazahoa@gmail.com

Sue Brown, Secretary m.suebrown@gmail.com

Jackie Uhlemann, Treasurer jackieu@midnightsong.com

Jenika Burton, MAL jenikasunsetplazahoa@gmail.com

Sunset Plaza Condo Association website: www.sunset-plaza.org

Please contact any board member for the password.

The Management Trust website: www.managementtrust.com

Heather LaDue, TMT Community Association Manager thetrustwa@managementtrust.com

Phone: 425-897-3485

Phyllis Long, TMT Community Support Specialist thetrustwa@managementtrust.com

Phone: 253-472-0825 x3480

After Hours Emergency Number: 425-897-3400

SPCA Facebook: This group is for current residents and owners only, so you'll need to share your unit number for verification.

Join today! <https://www.facebook.com/groups/SunsetPlazaTacoma>