

# Sunset Plaza News

January 2015

## Board of Directors

**Jean Homan**

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President

**Pam Skelton**

[pamelaskelton9@hotmail.com](mailto:pamelaskelton9@hotmail.com)

Vice President

**Evelyn Cruz**

[ecru61@gmail.com](mailto:ecru61@gmail.com)

Treasurer

**Jody Matthews**

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

Secretary

**Jim Jones**

[dilbert2001@gmail.com](mailto:dilbert2001@gmail.com)

Member at Large

**Herb Stout**

[amherb2000@yahoo.com](mailto:amherb2000@yahoo.com)

Member at Large

**Ben de Boer**

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Editor

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Manager

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**After Hours Emergency  
Number  
253-625-6309**

## ***Board Members Needed!***

We have a great community here at Sunset Plaza and that is due, in no small part, to the Association members who volunteer to be on the Board of Directors. Board Members are elected for 2-year terms each year in March, at the annual meeting. This year, two Board members (Herb Stout and Evelyn Cruz) are completing their terms and we need active, interested Association members to fill their spots. The Board already has one spot open, so this March, the Board will be looking for three people to volunteer to serve on the Board. We are especially looking for folks with financial and construction/building experience. ***Anyone interested in serving on the Board, and in keeping our community the wonderful place that it is, should contact TMT or a Board Member.***

## ***New Gate System.***

The gate system has been replaced, so if you have not already done so, please contact Mark Kimbrough, Maintenance Manager, to have your gate cards and remotes reprogrammed to the new system.

## ***The Annual Meeting...it's so important!***

The Annual Association meeting occurs every March (this year...March 15, 2015). And every year, it is a struggle to get the quorum necessary for the meeting to occur. Under state law, the Association is required to hold an annual meeting, so if we don't get a quorum the first time, we have to try again. Multiple attempts at the annual meeting costs the Association unnecessary expenses, so it is important for everyone to either attend or send another Association member with your proxy.

Proxy forms will be posted on the Association web site and will also be mailed to all members with the annual meeting packet. If you cannot attend the meeting and don't know who to send your proxy with, please contact TMT or a Board member and we can help you with that.

Also, please let TMT or the Board know if there are specific issues or concerns that you think should be addressed at the annual meeting.

## Project Updates

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- ✓ The Building E sanitary line replacement project is done!. The Board is working on replacement of the landscaping that was disrupted as a result of the project.
- ✓ All of the sanitary lines on the property were TV'd to ensure that the pipes are in good shape. No problems were noted.
- ✓ The front gate project has been completed. The project included replacement of the damaged wall and all pillars and replacement of the front gate system. A new call box has been built and the stone work on the call box will be finished once the remaining stone is delivered.

## Upcoming Association Projects

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- ✓ The Board will be walking the property soon with Thundering Oaks, a landscaping company, to identify landscaping needs and to develop a long term landscaping maintenance and capital improvement plan.
- ✓ The Board is developing a long term plan for necessary improvements to the Rec Center. Worn and dated elements on the property bring down everyone's property values, so the Board is developing a five year plan to update and upgrade the facilities. Funding for these improvements is included in the Reserve Plan.

## Submit a Work Order

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If you see something on the property that needs attention (like lights that need replaced, items that need repaired), please submit a work order by either filling out a form or by contacting The Management Trust.

## 2015 Budget

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The 2015 Budget has been approved and is available on the Owners Only page. If you need the password, please send an email on the Contact page. If you pay your monthly dues by coupon and have not yet received your coupon book, please call TMT.

## Complaint Process

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If you want to make a complaint of a Rules violation, please don't call a Board Member. Please submit your complaint in writing, by using the Complaint Form available in the Rec Center (leave in box on office door) or by using the form on the website.

# Sunset Plaza News

February 2015

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**Nicole Bixler**

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## ***We Need You!***

As you may know, Sunset Plaza has a Board of Directors that oversees the Association. Under the Association's Declaration, the Association is required to have at least 5 people, and can have up to 7 people, on the Board. Board Members are elected for 2-year terms each year in March, at the annual meeting. The Board currently has one opening and two Board members' terms are expiring, so the Board needs up to three new members. We are especially looking for folks with financial and construction /building experience. An active and engaged Board is crucial to the health of our community. ***So...please consider joining the Board! If you are interested in serving, you can contact TMT or a Board member, or you can volunteer at the annual meeting.***

## ***New Landscaping Company.***

The Board has selected a new landscaping company to better meet our needs. During the spring, the landscapers will come every other week. If you have questions or concerns about the landscaping, please let Mark or TMT know.

## ***The Annual Meeting is March 18<sup>th</sup>.***

This year, the Annual Meeting is scheduled for **March 18, 2015 at 6:30 pm**. (Please note that the date listed in the January newsletter for the annual meeting was a misprint.) State law requires the Association to hold an annual meeting, so it is important that homeowners participate in order to ensure the necessary quorum. If you can attend the meeting, please do so! If you cannot, please fill out a proxy form and send it with another homeowner.

Proxy forms will be posted on the Association web site ([www.sunset-plaza.org](http://www.sunset-plaza.org)) and will also be mailed to all members with the annual meeting packet. If you cannot attend the meeting and don't know who to send your proxy with, please contact TMT or a Board member and we can help you with that.

Also, please let TMT or the Board know if there are specific issues or concerns that you think should be addressed at the annual meeting.

## Pick up after your pet or pay a fine!

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If you walk your pet (a dog or cat on a leash) around the property or let your dog use the off leash area, please make sure that you pick up your pet's waste. Under our rules, failure to clean up after your pet is considered a "zero tolerance violation," meaning that the pet owner can be fined \$100 for just the first violation. Subsequent violations can incur an even greater fine. So while we love the fuzzy members of our community, we don't love the little presents they can leave around the property. Please pick up after your pet.

## Upcoming Association Projects

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- ✓ A sensor needs to be replaced for the front gate and an irrigation pipe for the front planting beds needs replaced. A portion of the asphalt in front of the gate will need to be dug out, so your patience during this project is appreciated.
- ✓ Exterior painting of the buildings is expected to happen this summer. The Board and Association management will be working with Sherwin Williams to develop a long term painting plan for our property and to decide which portions of the buildings will be painted this summer.
- ✓ The tennis court is scheduled to be resurfaced in May.

## No Butts!

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Someone is leaving their cigarette butts on the ground and butts have been found at the edge of the gully. Throwing cigarette butts in the gully creates a fire hazard and throwing them on the ground is disrespectful of your neighbors. If you smoke, you are responsible for disposing of your cigarette butts safely and appropriately.

## 2015 Budget

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The 2015 Budget has been approved and is available on the Owners Only page. If you need the password, please contact TMT or send an email using the form on the Contact page of the website.

## Complaint Process

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If you want to make a complaint of a Rules violation, please submit your complaint in writing by using the Complaint Form available in the Rec Center or by using the form on the Resources page of the website. Leave the form for Mark at the onsite office or send to TMT.

# Sunset Plaza News

April 2015

## Board of Directors

**Jean Homan**

[jhoman500@comcast.net](mailto:jhoman500@comcast.net)

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## ***The annual meeting was a success!***

The annual meeting was held on March 18<sup>th</sup>. We had a good turnout and enough Association members participating, either in person or by proxy, that we were able to establish a quorum. The annual meeting is a legal requirement, so thank you to all members who helped make the meeting a success.

One of the things we do at the annual meeting is to elect new Board members, if necessary. Evelyn Cruz completed her two year term on the Board and we thank her for her service to our community. Skip Beaudoin volunteered to serve on the Board and was elected by the members. Herb Stout, who had finished a two year term, agreed to serve again and was elected for another term. There is one position still open on the Board. If you are interested in serving, please let TMT or a Board member know.

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## ***Reminder – deadline to comply with carpet requirements is January 1, 2016.***

Several years ago, in response to an ongoing problem with noise issues, the Board unanimously adopted a rule requiring wall-to-wall carpet in all bedrooms and living rooms in second and third floor units. See Rule 203.13. The rule requires that all units be in compliance by January 1, 2016. Hard surface flooring is permitted in bathrooms, kitchens, dining rooms, and hallways. All hallways with hard surfaces must have runners with padding. Also, all hard surfaces must be removed before any carpet is installed.

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## ***The woodpeckers are a real problem.***

The woodpeckers have drilled holes through the siding on a number of buildings. The Board is aware of this issue and is researching different options to try and resolve the problem. Woodpeckers are a protected species, however, so we need to be sure that any solution we pursue is permitted under the law. If you see woodpecker holes in a building, please let Mark or TMT know so that it can be added to the list for repairs. And if anyone has suggestions about how to discourage the woodpeckers, we would love to hear it.

## Pick up after your pet or pay a fine!

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*Seriously...* if you walk your pet (a dog or cat on a leash) around the property or let your dog use the off leash area, please make sure that you pick up your pet's waste. Under our rules, failure to clean up after your pet is considered a "zero tolerance violation," meaning that the pet owner can be fined \$100 for just the first violation. Subsequent violations can incur an even greater fine. So while we love the fuzzy members of our community, we don't love the little presents they can leave around the property. Please pick up after your pet.

## Upcoming Association Projects

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- ✓ A sensor needs to be replaced for the front gate and an irrigation pipe for the front planting beds needs replaced. A portion of the asphalt in front of the gate will need to be dug out, so your patience during this project is appreciated.
- ✓ Exterior painting of the buildings is expected to happen this summer.
- ✓ The tennis court is scheduled to be resurfaced in May.

## Pet Size

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Pets add so much to our lives and are a welcome addition to the community. Homeowners and renters are reminded, however, that our Association has adopted some limitations on pets in the Community. Dogs are limited in size to 30 pounds fully grown. While there are many wonderful dogs that weigh more than this, the size limit was adopted because of noise problems. We appreciate your understanding and compliance with this rule.

## Reserve Study Workshop

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The Board will be holding a workshop in the near future to discuss the draft reserve study and make some decisions concerning long term maintenance. The property is in need of some significant maintenance (roof replacement, siding repair, exterior painting) and decisions about how and when this maintenance occurs will have a significant impact on the reserves. Association members are welcome to attend. Watch for signs with the date and time of the workshop.

## Complaint Process

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If you want to make a complaint of a Rules violation, please submit your complaint in writing by using the Complaint Form available in the Rec Center or by using the form on the Resources page of the website. Leave the form for Mark at the onsite office or send to TMT.

# Sunset Plaza News

May 2015

## Board of Directors

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President

**Jody Matthews**

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## ***Work on buildings to begin soon. Time for window replacement?***

The Board is in the process of picking a vendor to do necessary, and overdue, work on the building exteriors. Depending upon cost, the exteriors of all 16 buildings will get necessary repairs and full painting either this summer or over the next couple of years. The buildings will be addressed in the order of need, so that the worst exteriors are taken care of first.

As we get ready to begin this work, now is a good time to replace windows that need upgraded. Tacoma Power/WA Energy Services have grant programs that may help to pay up to 75% of the cost of window replacement, depending upon the income level of the applicant. If the applicant doesn't qualify for the grant, you may still get a price reduction of up to \$8/square foot on installation costs by using an approved vendor. You can get more information at:

<http://www.washingtonenergy.com/energy-efficient-windows>

<http://www.mytpu.org/your/ways-to-save/save-weatherization.htm>

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## ***Reminder – no car washing on the property.***

Just a reminder...we cannot wash our cars on the property. You can use water alone to rinse your car, but no washing with soap.

Water from washing our car enters into the storm system and dumps directly into the Thea Foss. Because of this, the City of Tacoma has adopted an ordinance that prohibits the discharge of soaps directly into the storm system (violators can be fined). The Board did investigate whether we could install a car wash station, but unfortunately, the sanitary pipe that we would need to connect to is too deep. So, for now...rinse with water only or visit a commercial car wash.

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## ***The pool is open!***

It's that time again!!!! The pool is open and ready to use. Couple of things to keep in mind...there is no life guard on duty and no food/beverages allowed in the pool area. For other rules relating to the pool, see Rule 211.1. Enjoy!

## Have you seen the tennis court?

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The tennis court has gotten some much needed TLC. If you haven't seen it yet, you should check it out! The cracks have been repaired, the surface refinished and the net replaced. It's beautiful and just waiting for someone to come out and enjoy it.

## Upcoming Association Projects

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- ✓ A sensor needs to be replaced for the front gate and an irrigation pipe for the front planting beds needs replaced. A portion of the asphalt in front of the gate will need to be dug out, so your patience during this project is appreciated.
- ✓ Mulch (beauty bark) is going to be laid in beds throughout the property.
- ✓ The landscaping behind the E Building is going to be repaired, now that the new sanitary line and manhole have been installed.
- ✓ Tree maintenance will be happening around the property in order to address safety issue and to get the plants off the buildings.

## Rhody Rehabilitation

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Many of the rhododendrons around the property have gotten too big or too leggy. The professionals with Thundering Oaks are going to be doing a small Rhody Rehabilitation project on 10 select plants. If we like the results, the other plants can be addressed next year. The rhododendrons that are going to be pruned this year will be cut back significantly and will look pretty funny for a month or so. Rest assured...in the end they will come back, better than ever.

## Reserve Study Workshop

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The Board will be holding a workshop on Tuesday, June 2<sup>nd</sup> at 5:30 pm to discuss the draft reserve study and finalize decisions concerning long term maintenance. The property is in need of some significant maintenance (roof replacement, siding repair, exterior painting) and decisions about how and when this maintenance occurs will have a significant impact on the reserves. Association members are welcome to attend.

## Complaint Process

---

If you want to make a complaint of a Rules violation, please submit your complaint in writing by using the Complaint Form available in the Rec Center or by using the form on the Resources page of the website. Leave the form for Mark at the onsite office or send to TMT.

# Sunset Plaza News

November 2015

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## Changes to the Board

Pam Skelton and Skip Beaudoin have both had to resign from the Board due to family commitments. We thank them for their service. Tim Thaden appointed to fill the remainder of Skip's term (annual meeting 2017). Still looking for volunteers to serve on the board.

## 2016 Budget adopted by Board.

Ratification meeting to be set for December 2nd. Watch for mailing from TMT with budget.

## Maintenance Manager

Mark Kimbrough has left TMT - using temporary labor for garbage and maintenance of rec center; other jobs to be done on a work order basis by handyman service and vendors. Board will make a decision on what to do with this position after the first of the year.

## Community Projects

Painting project - still on track to complete 5 buildings this year (A, E, F, L and N). Painting should be completed in November. Next 5 buildings in summer of 2016.

## Classifieds

Have something you want to sell or give away? A service your are offering or looking for? Submit a classified ad to [dshau1@aol.com](mailto:dshau1@aol.com). Please put Sunset in the subject line.

### Units for Sale or Rent

If you have a unit for sale or rent submit classified ads to [dshau1@aol.com](mailto:dshau1@aol.com). Please put Sunset in the subject line. Units for rent must be on the approved rental list.

## For Sale

Stand with 50 pound heavy bag and 2 speed bags \$125. Call 253.222.3782 and leave message. Carolyn A106

## Upcoming Community Projects

Spa replacement - assuming that there are no problems with building codes, the spa will be replaced. Construction expected to take 2-3 weeks

Dry rot repair to 13 garage headers in A building to be done by Sharkey Construction. Not sure if work will be undertaken this year or next.

## Community Calendar

Board meeting the second Wednesday of the month at 6:30 in the rec room. All owners welcome.

Game night in the rec room at 6:30 PM to 8 PM Mon and Fri.

Recycling is not only good for the planet, it saves us money too.

### **Plastics, Paper, Aluminum**

Recyclables that go into the blue bin do not need to be separated. These items may also be dropped off at the [Tacoma Recovery & Transfer Center](#).

Please rinse out bottles, jugs, jars, tubs, cans and other items that might have food residue.

Cardboard recycling bin just inside property entrance.

## Complaint Process

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If you want to make a complaint of a Rules violation, please submit your complaint in writing by using the Complaint Form available in the Rec Center or by using the form on the Resources page of the website. <http://www.sunset-plaza.org/>

Send to TMT.

Other forms also available at the Resource page of web site.

# Sunset Plaza News

December 2015

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## **Holiday potluck and party Dec 18<sup>th</sup> at 6:00PM**

You are invited to join your neighbors Friday December 18<sup>th</sup> in the rec for food, fun, and celebration of the season. Bring a dish to share and your own drink.

## **2016 Budget adopted by Board.**

2016 budget was ratified at the December 2<sup>nd</sup> board meeting.

## **Help needed to keep grounds clean**

If you come across litter please help by picking it up and depositing it. Currently there is no on site manager, there is temporary labor for garbage and maintenance of rec center; other jobs to be done on a work order basis by handyman service and vendors.

## **Community Projects**

Hot tub replacement is waiting for permit approval.

## **Recycling and garbage**

Corrugated cardboard is to put in cardboard bin just inside the gate not in the blue recycling bins.

Plastic window shades are not accepted by the city in the blue recycling bins.

Do not put construction waste in garbage cans. It is the owner's/construction company's responsibility to dispose of construction materials.

## **Classifieds**

Have something you want to sell or give away? A service you are offering or looking for? Submit a classified ad to [dshau1@aol.com](mailto:dshau1@aol.com). Please put Sunset in the subject line.

Units for Sale or Rent

If you have a unit for sale or rent submit classified ads to [dshau1@aol.com](mailto:dshau1@aol.com). Please put Sunset in the subject line. Units for rent must be on the approved rental list.

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