



**BOARD OF DIRECTORS
ASSOCIATION OF APARTMENT OWNERS
WAVECREST RESORT, INC.
Kaunakakai, Hawaii**

NOTICE OF MEETING

Date: Wednesday, March 9, 2011
Time: 8:00 a.m. HST
Place: Wavecrest Cabana & via Teleconference

Agenda and Order of Business

Call to Order

Determination of Quorum – Homeowner's Roll Call
Proof of Notice of Meeting

Approve Minutes for Regular Meeting 12-2-2010 & Special Meeting 1-12-2011

Officers Reports

President – Treasurer – Secretary – Resident Manager

Committee Reports

Landscape/Tree Replacement, Glenn Lawrence
Public Relations/Weekly Unit Checks & Evening Condo Meeting, Keri Zacher

Old Business

Solar Contract Update – Guest, Sean Costello
Updates 1) Personnel Manual 2) Lanai Storage Unit Specifications
Wi-Fi Use Criteria
High Risk Component & Water Damage Claims

New Business

Discuss Triple Umbrella Coverage vs. Premium Increase
Exercise Room Proposal

Executive Session / Employee Update – Delinquencies & Liens

Adjournment

Teleconference Information:
877-214-0960
Guest Speaker Code 8182

DATE OF NOTICE
February 15, 2011

Respectfully Submitted
By
Annie Albritton, Secretary

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ASSOCIATION OF APARTMENT OWNERS
WAVECREST RESORT, INC.**

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President's Report – Treasurer's Report
Secretary's Report – Resident Manager's Report

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Discuss Triple Umbrella Coverage vs. Premium Increase
Exercise Room Proposal

Open Session – Owner Comment

Executive Session – Employee Update/Liens and Delinquencies

Adjournment

Teleconference Information

877-214-0960

Guest Speaker Code 8182

Regular Meeting Minutes
Board of Directors – Wavecrest Resort
Association of Apartment Owners
Kaunakakai, Hawaii

Date: Thursday, December 2, 2010
Time: 8:00 A.M. HST
Place: Wavecrest Cabana & by *Teleconference

AGENDA & ORDER OF BUSINESS

Call to Order: The meeting was called to order by President Michael Nicholls at 8:05 A.M. HST

Determination of Quorum: Mike Nicholls, President – Malcolm Mackey, Vice President - *Verne Albright, Treasurer – Annie Albritton, Secretary – *Bob McCann, Director – *Glenn Lawrence, Director
Also present Gary Gonder, Resident Manager

Guests: C105 Dan & Ellen Reed – A107 Luann Cefola – C312 Ken & Linda Bergstrom – B208 Bruce Roessler – C104 David & Dixie Durham – C113 Dick & Ruth Cox – B101 Daniel & Judy Burkitt – C305 Keri Zacher – B110 Suzanne O'Connell – C310 *Joe Howell – A103 *Georgie Olson – C112 *Kris Chernik – C108 & C216 *Richard & Cathy Felkins – C213 *Michael Peters – C306 *Doug Howard

Proof of Notice of Meeting: Ann noted that Notice was posted on both bulletin boards as well as on-line on November 23, 2010.

Approval of Minutes: **MOTION** by Malcolm seconded by Bob to waive the reading of the minutes of 9-15-2010 and 10-2-2010 and approve as submitted. Motion carried by unanimous vote.

Approve Financials: Mike said he would like to reinstate the practice of approving the financials at each board meeting and a motion was made as follows: **MOTION** To approve the financials from March 2010 through September 2010 as submitted and published. Motion carried by unanimous vote.

OFFICERS REPORTS: All reports were read aloud and entered into the record and will be posted on the website for review. There were last minute changes made to both the President & Secretary Reports included in the handout packets due to the inclusion of last minute information. The reports as revised will be posted.

Presidents Report: (attached) During Mike's report Linda Bergstrom announced Mike's birthday tomorrow and that a cake had been ordered in his honor. Cake and good wishes were enjoyed by all even though there was a "slight mishap" with the overnight storage of the cake in the cabana refer – seems the Menchune helped themselves to a taste.

Mike stated he had received nothing but praise for the paint crew and everyone feels they did a fantastic job. He said due to Gary's coordination with owners, the job went smoothly. It was suggested we send a letter of appreciation to the company to let them know how pleased we were with their work. Mike expanded on the Board Training matter stating that we could potentially have three new board members this coming year and getting training in place is of utmost importance.

Treasurers Report: (attached) Verne again explained that this report is for the month of October, not November as there is about a three week delay in getting the numbers from Hawaiiana. He also itemized the major areas of expense and projected savings as well as potential deficits. He noted that delinquencies are at \$46,000 this year and that we rely on attorney John Morris for advice in these accounts.

Keri Zacher asked if we could expect a savings with the WWTP training necessary this year. Vern said yes, next years budget figure is \$25,000 against \$44,000 this year.

Secretaries Report: (attached) Annie noted all correspondence received by owners as well as information sent from the office directly to the owners this past quarter.

Resident Manager Report: (attached) Gary submitted a very comprehensive report commenting on some of the highlights. All boilers now have a primary setting at 120 degrees and a secondary (low occupancy) setting of 110 degrees designed to save energy. There have been no irrigation line leak problems since the new pressure regulator was installed. Before installation we were getting 120 psi – now we are getting a constant 70 psi. The new washers/dryers arrived on-site yesterday and installation will begin today. The new machines will result in an 8% savings to users. He also reminded us that the common water lines “in the walls” of our buildings are cast iron and will have to be replaced as needed with black ASB pipe. The old original cast iron pipes will just eventually wear out and need to be replaced – it’s “just a fact of life”. The palms are due to be trimmed next week. Bruce asked if Tavita would be doing the work and Gary said no as Tavita could not get his license and bond. A licensed/bonded company from Maui will do the work, including cleanup and front removal. This years trimming is half of what we spent last year.

Gary will be attending a hearing on our stairwell replacement project next week on the 8th where we are asking the county to allow us to proceed with building the new stairs during the permit process rather than having to wait 6 to 9 months to obtain a permit and then do the work. Bruce asked if we were doing the work in-house and Gary said no – we are using a licensed, bonded contractor. Many years ago the stairs were replaced incorrectly and the error has carried over to the present. They will be rebuilt to conform to the code.

OLD BUSINESS:

Solar Proposal Update: Sean Costello joined us once again from Oahu to bring us up to date on the current solar proposal for hot water heat as well as heating the swimming pool. His company’s proposal will be sent to attorney John Morris for review and if approved, the Board expects to sign the proposal and get the project started. Sean explained that the announcement from MECO that 37 kw is now available on the grid brought our project “back to life”. Mike also noted that we have signed intent with MECO to reserve the available 37 kW.

General discussion about panel placement, contract term, system backup. Georgie asked questions about the eventual buyout and asked if we were going to budget for that eventual buyout. Mike said it would be up to the existing boards in the future to follow through with advice from Morris. Linda asked if Morris gave his OK, when could it be installed. Sean said they would ask for a waiver of the 6 to 9 month permit period but if it isn’t granted, work would not start until the permit was in hand. Once materials are on-site, could take 2 to 5 days to install – depends on weather, etc. Keri thanked Sean for his patience in working with our association and said she hopes this move towards being “green” will help us stand out as someplace special.

Employee Holiday Bonus: **MOTION** by Verne, seconded by Malcolm to allocate the \$1500 budgeted equally between the nine employees which is about \$166 to each employee. Discussion – Linda asked if owner contributions were separate and Vern said yes and they are not subject to withholding. Dixie asked if there were any guidelines for owner donations and Annie said they had received anywhere from \$25 to \$200. Ellen Reed stated she appreciated our staff and that these were not only difficult times for us but also for them. Vern stated that the \$1500 was already budgeted for this purpose. Any owner checks can be made payable to Wavecrest. They are then turned in to Hawaiiana who returns a check to our resident manager.

Annie had a request from an owner to read an email concerning the employee bonus. The email was read into the records (copy attached) from Mark Patzalek C110 and in essence opposed any bonus and urged the Board to cut costs rather than raising the maintenance fees. He also suggested we reduce the number of staff and that we cannot continue to offer fewer services while increasing fees to the owners.

Mike called for a vote of the motion on the floor and it passed by unanimous vote.

Employee IRA Contribution: Vern stated that employees must work a full year to be eligible. Last year we contributed \$300 for full time employees and 60% to part time, full time being $\frac{3}{4}$ or more and we only had one part time employee last year. For a full time employee that's only about \$6000 over 20 years, not much and a very minimal retirement program. **MOTION** by Verne seconded by Annie to pay \$300 to all employees' half time or more and who have worked for one full year or more. Less than half time employees would not be eligible. Motion carried by unanimous vote. Verne noted that this amount has already been budgeted with the right to approve before allocation.

Hawaiiana Line Items: Last meeting Suzanne had asked about knowing what the line items are on the bill from Hawaiiana and Verne said he asked them for a line item statement for the month of October. The bill was for \$1,881.63. Verne noted that this is higher than normal because during the month of October Hawaiiana sends out our owner coupon books for next year and the associated costs total about \$1280 of the \$1881 bill. The average monthly bill is about \$600. The bill for March is also high because of the annual meeting mailing that is done and we have transportation for 3 Hawaiiana employees from Oahu to Molokai for the Annual Meeting. Suzanne asked Doug if he had any other information as she knew he was looking into their billing before his resignation and he said he had nothing to add. During the process of hiring a new manager, Doug screened all applications himself rather than having Hawaiiana do it and thereby saved the association money.

Proceeds from Sale of Soda: In a previous meeting it had been suggested that any profit from the soda sales could be directed to the employee bonus or possibly towards the association paying for the owners luau as was done in "years past". Vern said he considers the soda sales a convenience and not a profit making venture. General discussion of current coke vendor vs Pepsi and bottles vs cans. Mike suggests that we let Gary research the issue and implement the plan that he thinks is best.

Hot Tub: Mike noted that the question was raised at the last meeting about adding a hot tub to the pool area. He said some consideration had been given to placement and the initial feeling was to the west side of the pool where the hedge is located. Annie suggested we wait on the hot tub issue until we have a chance to try the new heated pool once the solar project is complete. Malcolm asked Verne if a hot tub would become a capital expenditure and added as a line item to the reserve and Verne said yes. A straw vote of the Board unanimously decides to table the issue.

Email Request per Rental of Non-Judicial Foreclosed Units by the Assoc: Annie received a request from owner Bob Laszewski C311 to read an email concerning our current rental practices for units owned by the association. The email was read into the minutes (copy attached). He suggested the amount of money realized through the rentals did not offset the problems caused by tenants who would not follow the house rules. He cited several incidents involving people at the cabana and loud parties in rented units. He also asked the Board to consider the burden this puts on the resident manager. Gary commented that he felt he had dealt with these issues and that they were in the past. Ann made the point that we do not offer long term leases and only rent month to month so we can give a bad tenant 30 days vacate notice if necessary. General discussion of cabana and pool issues with visitors. Mike sums it all up by saying owners must let management know so they can be handled right away. Suzanne said it is worst on weekends because there is no security during the day. Gary said he will look into adjusting the security schedule on weekends. Ken asked if we got the \$545 fee plus the rent for these units and Mike said no – just the rent. There was some comment about Section 8 tenants and it was agreed that this has nothing to do with a person's economic status but rather their attitude towards following the rules.

Unit Remodel: Mike reviewed the necessity of using licensed/bonded contractors when working on the common elements within each unit. If the Board sanctions an unlicensed contractor the Wavecrest Board becomes liable. In these tough economic times, Maui County is also looking for revenue and Mike said folks from Molokai Shores and Ke Nani Kai have also seen an increase in county inspections. Suzanne asked if we check for licenses and Gary said when a contractor checks in, he goes on the State website and confirms that their license is current and active.

Mike calls for a morning break at 10 A.M. Back in ten minutes.

High Risk Components (Shut-Off Valves): Call meeting back at 10:10 AM – Annie provides the background on this subject that was discussed in detail a year ago and tabled. Now it is back up for consideration. A sample of the proposed Resolution made last year has been passed out to those owners present. This issue was brought back as a way to require owners to install shut-off valves in their units and hopefully reduce water damage claims. Straw votes of the Board members agreed to put this proposal back on the table for the next meeting in March 2011. Georgia asked if the units owned by the association have shut-off valves and Gary said he will check to be sure. Keri suggested the Public Relations Committee solicit comments and suggestions from owners. The Board agreed and that the group's findings would be sent to Annie. Richard Felkins pointed out that shut-off valves won't do any good if no one turns them off. It's still an owner responsibility. Doug said he is surprised that owners want the Board to have this much control over their units and that he is opposed to the High Risk Resolution and that it will not be enforceable. Annie Agreed that it would be hard to enforce but that Sue Savio, our insurance rep. said the carriers would look favorably on our association for being pro-active and that it would reinforce where responsibility lies and who is liable for damages. Doug pointed out that all the items on the list of high risk components will be water related and Annie suggested we still need to go through the process and that eventually "the list may be very short".

NEW BUSINESS

Board Workshop: Mike explained that through our association with Hawaiiana, we have access to Homeowner Association Workshops held on Oahu and said that all board members agree through past experience we will all benefit from further education. Annie noted that some workshops are given by our attorney, John Morris and another by our insurance rep, Sue Savio. Mike said it is also important to mentor potential and new board members to help them familiarize themselves with how we do business, understanding the reserve study, our asset register and our method of depreciating assets. Bob suggested that a two hour meeting between the incoming and outgoing board members would "go a long way" towards a smooth transition and mentoring session.

Training Reminder: Mike reminded everyone of the CPR & AED Class being held in the cabana next week from 9 AM to 11 AM with a minimal cost of \$40 per person. The "Good Samaritan Law" in Hawaii was discussed when helping someone in a medical emergency. All our employees will be taking the class. Glenn suggested the video Mike had shared with Board members be sent to all owners. Mike said the instructor is named Pam and she is an RN and gives a very good class. There were several suggestions that we try to get a sponsor for the class such as the Am. Heart Assoc.

Guest Services Available at the Office: Annie received an email from Cathy Felkins sharing that one of her tenants was disappointed with the services available at our office. Annie asked Zaida to provide a list of exactly what services are available and they are: Copies .25 per side – Faxes \$1 per page incoming and outgoing – Tennis Equipment \$10 deposit – Carpet Shampoo Machine Rental \$25 a day – Post Cards .75 and quarters are available for laundry. Linda said to remember that baby swim diapers are also available at the office and cabana with a "donation" appreciated.

OPEN SESSION

Keri said the Public Relations Committee will let all owners know there will be training/mentoring available to new board members.

Georgia said she assumes our new front load washers need "special soap" and Mike said yes. Signs will be posted on laundry room doors AND on the machine itself. Mike asked Gary to contact the vendor and ask if soap dispensers are available and it was also agreed that through this transition period, "special HE Detergent" be available at the office for the next 60 days. Regular laundry detergent generates excessive suds and the machines will overflow. It was also noted the office needs to notify on-site rental agents of the change.

Linda wanted to clarify the rumor that the last time the pool was drained it was done illegally and that "we" would be subject to a \$75,000 fine. This rumor is not true and the pool was drained onto the grass behind the cabana. Mike confirmed that other condo associations on Molokai drain their pool water onto the lawn. Linda does not know how the rumor got started but thought it needed to be set straight. Gary talked about the cyanuric acid levels and having to bring the pool back on line. It is now running smoothly. Kids urinating in the pool was also discussed. Chlorine reaction with urine converts same immediately to ammonia per Doug and Gary. Linda asked who treats the pool on weekends and Gary said Kevin. Steve asked how you can tell if a child is wearing swim diapers and Malcolm showed everyone the box of diapers available at the cabana. There is a \$100 fine for non-use.

Keri suggested there be a notice about the new soap required for the front load washers at the office along with the sign-in sheets....she will work with Zaida to get the notice up.

Bruce asked the status of the pool deck. Gary said the contract for stamped concrete has been approved and the install time is estimated at four weeks. The pool and cabana will be shut down during that time and will be scheduled during a low occupancy time. No time table yet. Mike noted that the sandstone continues to deteriorate and has been patched for the last five years. We continue to have a drain problem with the existing cement ridge on the west side which interferes with drainage. Several owners voiced a dislike of stamped concrete and that it would be hot to walk on and slippery when wet. Mike suggested Bruce get with Gary and participates in the discussions with the contractor due to his historical knowledge of the pool and how it is constructed. Continued general discussion on the pool deck ensued.

Kris C112 asked about having to use licensed contractors when doing work inside your unit such as laying a new floor. Mike said he does not want to advise what work needs a permit and what does not – it is always best to check with Maui County. However as a rule, if you are not working on common elements, you may be allowed to do the work yourself. Annie reminded everyone that "you own from the paint in" – you do not own the sheetrock. That is a common element. If in question, call the county.

Doug wanted to make a statement to the Board. He stated that if personal reasons had not caused his resignation from the Board, he would have campaigned hard not to raise dues. When he was on the Board he suggested lowering the dues by \$5 a month. Several members of the board called his suggestion of a \$5 decrease trivial. He doesn't know why we hired Gary Gonder to help us find ways to save money and not give him the time to do so before raising the dues. He stated he feels it was wrong to raise the fees. A big issue in the budget is energy and now Sean's plan can help hold that line as well as the new manager hold the line on costs. He said he was "mortified" at our decision and that he would never have supported an increase.

Suzanne agreed with Doug and said in these economic times it is wrong to raise the dues. We need a healthy association – one with dues that will attract buyers. She asked the Board to reconsider rescinding the increase. Glenn Lawrence said he appreciated Doug's service 100% but that he disagrees with the idea it is easier to withstand a special assessment over a fee increase. Glenn feels an owner would rather know a fixed amount to budget each month than to have to deal with an unknown special assessment in the future. He feels that incremental increases would be preferred. Doug clarified he did not support special assessments and that they should be used only as an option to no increase in fee. He added that we should not take any more non-judicial foreclosures and his belief the attorney fees outweighed the benefit.

Dixie C104 asked to discuss the animal issue at the C Building and that she has six stains on her hall carpet from the cats. She asked us to look into a spray repellent to use on the new carpet. Mike suggested that folks from the C Building form a committee to discuss the dog and cat issues and submit their suggestions to the Board.

Annie said she had been asked to read two emails concerning the cat and dog problems. She read one from Cathy Felkins and another from Robert Laszewski (copies attached).

Linda Bergstrom offered to head the committee and said it is not a board issue but an owner issue. Dan Reed commented that "we are in the country with rural neighbors" and Dick Cox suggested other do as he

and Ruth have done – buy ear plugs. Mike said there are deer in the fields across the street and these make the hunting dogs bark. A lot more general discussion about barking dogs and stray cats. Keri said she has noticed several new kittens around that are not “fixed”. She will trap them, take them to the vet to be fixed, have their ears clipped and return them here and release them. If they are sick, she will have them put down.

Ruth asked about vertical parking behind the C Building vs the existing horizontal parking. Bruce said the space would be shorter than the spaces at the pharmacy in town. Annie noted the Parking Committee will have a recommendation for the Board prior to the paving project. Gary said we have to remember that the boilers for the new solar system need a 6 ft X 12 ft add on to the middle stairwell which will encroach into the parking to a degree.

Ruth said the BBQ’s did not get hot enough and we really need a third during high season. Ken said the existing BBQ’s were bought in 1996 and the burners definitely needed to be cleaned of rust and might need to be changed out. Gary Gonder will investigate either refurbishment or replacement with new units.

Mike thanked all the owners for taking the time out of their busy schedules to participate in the meeting process. These meetings act as an owner forum and all owners need the chance to be heard.

There being no further general business **MOTION** by Malcolm seconded by Bob to adjourn the regular session and move into Executive Session. Motion passed by unanimous vote. Meeting adjourned at 11:35 AM HST. Mike called for a 10 minutes break before entering Executive Session.

The Board returned from Executive Session and there being no further business - **MOTION** by Bob seconded by Malcolm to adjourn the regular meeting of the Board. Motion carried by unanimous vote and meeting adjourned 12:15 P.M. HST.

Respectfully Submitted

Annie Albritton
Board Secretary

Special Meeting - Board of Directors
Wavecrest Resort, Inc. - Association of Apartment Owners
Kaunakakai, Hawaii

Date: January 12, 2011
Time: 10 A.M. HST
Place: Wavecrest Cabana & by *Teleconference

Agenda & Order of Business:

Call to Order: President Mike Nicholls called the meeting to order at 10:00 A.M. HST.

Determination of Quorum: *Mike Nicholls, President - *Verne Albright, Treasurer - *Annie Albritton, Secretary - *Glenn Lawrence, Director. (Director Bob McCann absent) Also present Gary Gonder, Resident Manager.

Guests: Georgiana Olson A103 - Suzanne O'Connell B110 - Ruth Cox C113 & C207 - *Michael Peters C213 - *Jon Givens A311 - *Doug & Jane Howard C306 - Clifford O'Connell C209 - Linda Bergstrom C312

Proof of Notice of Meeting: The secretary reported Notice of Meeting was posted on both bulletin boards and sent to the email owner list on January 11, 2011.

NEW BUSINESS

Appointment of Interim Board Member:

Mike Nicholls stated our bylaws call for a board membership of no less than 6 members. He announced that as of last Friday Malcolm Mackey had resigned from the Board for personal reasons. Michael thanked Malcolm for his service over the past years saying he had always been willing to help when needed and in the past had acted as interim Resident Manager and was always willing to help with on-site issues. He said the Board needed to appoint an interim member to fill the position between now and the annual meeting in March.

The Board had received several resumes earlier this year and made the decision to act on the first received. **MOTION** by Glenn Lawrence, seconded by Verne Albright, to appoint Jon Givens to the Wavecrest Board of Directors to fill the term vacated by Malcolm Mackey. Motion carried by unanimous vote of those four board members present. (Bob McCann absent)

Mike asked for other business and there being none, called to adjourn the meeting. **MOTION** by Vern, seconded by Glenn to adjourn the meeting. Carried by unanimous vote. Meeting adjourned at 10:05 A.M. HST.

Mike thanked Jon for his interest in serving with the board. He said Jon has been the owner of A311 for about six years and is the person we see fly fishing out front at sunset.

Jon thanked the board for providing him with the opportunity to serve and said he felt as an owner, it was time for him to do his part and contribute.

Georgiana asked if the Board now had a Vice President and the board recognized that they had neglected to appoint a member to that position. It was determined the meeting would be reconvened to handle the appointment.

Call to Order: President Mike Nicholls reconvened the meeting at 10:10 A.M. HST

Determination of Quorum: Mike Nicholls, President - Vern Albright, Treasurer - Annie Albritton, Secretary - Glenn Lawrence, Director - Jon Givens, Director (Director Bob McCann absent) Guests present remain the same.

Mike reopened the meeting for the purpose of filling the position of Vice President.

MOTION by Annie, seconded by Glenn to appoint Bob McCann to the position of Vice President. Motion carried by unanimous vote of those board members present.

There being no further business, Mike called for a motion to adjourn. **MOTION** by Glenn, seconded by Verne to adjourn the meeting. Motion carried by unanimous vote. Meeting adjourned 10:14 A.M. HST.

Respectfully Submitted,

Annie Albritton/Board Secretary

President's Report
Board of Directors Meeting
March 9, 2011

Update on Solar PV System/ Water Source Heat Pumps – Sean Costello has informed us of his investors' approval of our solar powered heat pump project. Essentially we will minimize the use of expensive fossil fuel (propane) in bypassing our water heaters by utilizing heat exchangers fueled by the sun. Sean is on our agenda this morning to further discuss the timeline for this project as well as pool heating.

Propane Update – Propane again increased in cost last month, and due to the world petroleum market, we are told to expect further increases in propane costs as the year progresses. We currently are paying \$4.38 per gallon. The current cost is \$0.54 per gallon more than March 2010.

Waste Water Treatment – Shane Mokiao our new WWTP Operator was hired in January 2011. Gary Gonder reports Shane is tackling his new duties with enthusiasm and accuracy. Our WWTP manufacturers rep, Mike Olson has been on-island twice recently to provide hands on training for Shane.

Rental Update – We utilized two units for the carpet layers during the installation process in January and February. Gary is coordinating additional rental opportunities with our local property manager.

Open Stairway Replacement – The stairway project was completed in mid-January and was approved by the County Building Department in conformance with county code. Upon petition by your board, the county planning commission exempted the Special Management Area (SMA) fees for this project.

Carpet Replacement – Our re-carpeting project completed successfully in mid-February. Shipping delays by Young Brothers, which impacted the open stairway project as well, pushed back the contractor's original estimated completion date.

Painting – As reported in December, the Wavecrest staff will complete unit hallways, the cabana and the office buildings "in-house" to contain costs. Painting these areas will take place following 'high-season' in order to minimally disrupt homeowners.

.....continued

Reserves - Between painting, carpeting and stairway replacement, we spent approximately \$207,000 of our reserves during the past four months. By carefully maintaining prudent HOA dues allocations over the past 7 years, the jobs were completed without additional homeowner assessment. We now are in the accrual process, building necessary funds to pay for the expensive Parking Lot and Driveway Asphalt Overlay Project slated for 2013. Current estimates (without major increases in asphalt pricing) peg this project at \$201,000. Verne will spend time with you today reviewing his professional opinion and outlook on the subject.

WAVECREST AOAO
Treasurer's Report March 9, 2011

| Budget & Expenditures | January | | | January through December | | |
|-------------------------------------|----------------|-----------------------------|------------|--------------------------|---------------------|------------|
| | January Budget | January Actual Expenditures | Variance | Annual Budget | Actual Expenditures | Variance |
| Total Revenue | \$ 69,929 | \$ 62,724 | \$ (7,205) | \$ 839,145 | \$ 839,145 | \$ - |
| Less: Operating Expense | 66,629 | 52,762 | \$ 13,867 | 817,633 | 827,388 | \$ (9,755) |
| Operating Surplus | | \$ 9,962 | | | \$ 11,757 | |
| Capital Expenditures | | \$ 16,051 | | | \$ 107,655 | |
| Net Increase (Cash & Reserve Funds) | | \$ (6,089) | | | \$ (95,898) | |

Revenue:

Revenues for January fell below the budget by \$7,205. This delinquency is higher than past months and thus raises some concern. With only one month's experience, however, it is too early to project full year revenues as some of the delinquent units may payoff their debts.

Operating Expenses:

Expenses fell below the budget by \$13,867. This savings is temporary as insurance premiums were not paid in January. The annual deficit of projection of \$9,755 is the amount of an insurance premium due but not paid in 2010. Both premiums will be paid this month and catch us up. The good news is that there were no significant deficits in any expenditure categories.

Capital Expenditures

The annual Capital Expenditure amount of \$107,655 is comprised of \$84,952 of budgeted projects plus \$22,703 of costs carried over from 2010 as there were delays in completing some projects.

Cash & Investment Balances

| | This Period | | | Full Year | | |
|---|-------------|----------------|-----------------------|-------------|----------------|-----------------------|
| | Total | Operating Fund | Reserve Fund (Invest) | Total | Operating Fund | Reserve Fund (Invest) |
| Dec. 31, 2010 Cash & Investment Balance | \$ 428,435 | \$ 79,332 | \$ 349,103 | \$ 428,435 | \$ 79,332 | \$ 349,103 |
| Net Increase (Decrease) in 2011 | \$ (6,089) | \$ (8,002) | \$ 1,913 | \$ (95,898) | \$ 11,757 | \$ (107,655) |
| Budgeted Transfer to Reserves | | | | | \$ (21,512) | \$ 21,512 |
| Return advanced funds for 2010 Cap Exp. | | | | | \$ (22,703) | \$ 22,703 |
| Cash & Investment Balance | \$ 422,346 | \$ 71,330 | \$ 351,016 | \$ 332,537 | \$ 46,874 | \$ 285,663 |

The fund balances reflect the changes this year in the Operating Fund and the Reserve Fund, plus transfers from Operating Funds to the

Reserve Account.

| Delinquencies | December Total | January Total | Change |
|------------------|-------------------|------------------|----------|
| Maintenance Fees | 124,189.74 | 128,826.72 | 4,636.98 |
| Legal Fees | 20,728.75 | 20,193.48 | (535.27) |
| Late Fees | 13,818.85 | 14,649.11 | 830.26 |
| Other | 1,190.50 | 1,190.50 | - |
| Total | 159,927.84 | 164,859.81 | 4,931.97 |
| Current Owners | | 85,443.69 | |
| Previous Owners | | 79,416.12 | |

Secretary's Report
March 9, 2011

Sine our last regular meeting of 12-2-2010, the Board has received inquiries from and/or sent correspondence to the following owners:

C108 Cathy Felkins – on 12-16-2010 email concerning cats behind the C Building. 12-21-2010 email asking about the status of WC grocery bags.

C311 Bob Laszewski – on 12-30-2010 email circulated to the board and a list of other owners concerning barking dogs behind the C Building.

A204/205 Lee Mathias – on 2-17-2011 email discussing pool deck project

1-1-2011 email photos received from owner concerned about gardening quality issues.

Other correspondence generated by the office and sent to all owners included the following:

- 12-6-2010 - Notice for new washers and dryers
- 12-10-2010 - Status of stairway replacement project
- 12-21-2010 - Posting of new office hours
- 1-26-2011 - Homeowner luau tickets on sale

Respectfully Submitted,
Annie Albritton
Board Secretary

Managers Report For Wavecrest Board Meeting 3/9/2011.

Buildings:

- New laundry room equipment installed on December 2nd, the cost will be lower by 8%: \$1.50 to wash and 0.50 for each 15 minutes to dry. Drying time would be the same at 45 minutes with the option for additional drying time at 0.50 for 15 minutes.
- The fire hoses we have under the stairways are not needed according to the Fire Inspector or our insurance company, the owners will decide if the hoses will be removed.
- Changed coke machine from bottles to cans, lowered the price from \$1.50 to \$1.00
- Dish TV upgrades have been installed on all three buildings
- Rebuilt uncovered exterior stairways to comply with code.
- Hired new part time security guard (Mason Kasana)
- Platforms to raise the wash machines have been ordered
- Replaced a number of handrails and pickets preparing for painting work
- Submitted SMA permit application for stairway repairs, repairs completed
- Checking license and insurance status of all contractors doing work at Wavecrest
- Repaired building C boiler, all boilers are online in all buildings
- Rented the office apartment
- Test fire alarm panels monthly on all buildings
- Ordered exterior carpeting (Wintergreen) , Installation Completed
- Painting of all buildings has been completed
- Bug Man sprayed exterior of buildings and office bi-monthly
- Reset all boilers down to 120 on primary and 110 degrees on secondary
- Repaired water damaged drywall and leaking cast iron pipe in unit C-212

Grounds:

- Coconut trees trimmed 12/2010
- Replaced 14 irrigation heads
- Ordered new lawn tractor and trailer
- Ongoing irrigation testing and repairs
- Fertilized all lawn area every 4 months
- Purchased small gas blower to clean lanai's after mowing grass

- Restriping parking lot lines
- Reset irrigation timers seasonally
- Emptied and cleaned pump house
- Replacing walkway lights as needed
- Installing cinders in planter areas
- Repaired two 3" pvc irrigation lines
- Install new pressure regulator valve on main line 70 psi

Wastewater treatment plant

- Remove bushes, trim trees and organize compound
- Hires new operator (Shane Mokiao) he is working out very well
- Setup weekly testing schedule for lift station phone line, pumps and control panel
- Test both backup generators weekly
- Replaced blower # 2
- Installed additional security locks on blower shed
- Installed 2 new lift station pump, one 1hp and 3 new float switches
- Clean lift station weekly
- Tested and replaced battery in backup generator
- Clean and service Tanks A,B & C daily
- Wasting holding tanks A,B & C monthly
- Pumped lift station and replaced both pumps

Swimming Pool and Cabana:

- Installed new sand in pool filter
- Installed 36 new solar torches around pool and ocean front hedges
- Backwashing pool to maintain Cyanuric acid level
- We check and clean the pool and cabana area daily
- Installed Push button programmable locks and new gates at pool, the code has been emailed and mailed to all owners and property management companies.
- Removed old pool filter and cleaned pool equipment room

Summary and Pending Board action:

1. Painting went very well and has been completed
2. We have towed 1 car but parking violation are way down
3. Overall condition of the property is very good and we plan to make it as good as it can be
4. New pool decking installation will be scheduled at a low occupancy time in 2011. Pool and cabana area will be shut down for approx 5 weeks. Board will approve construction date and we will notify all owners at least 45 days prior to starting work. The contactor said the job would take about 45 days to complete.
5. I plan to move the BBQ's outside the pool area on the concrete slab during pool deck construction and with board approval, replace the 14 year old BBQ's with new ones. Replacement cost for PGS 36" BBQ's approx \$ 3358.00 each plus shipping. http://www.shopperschoice.com/item_item_363462.html

WAVECREST OCCUPANCY LOG JANUARY - JUNE 2010

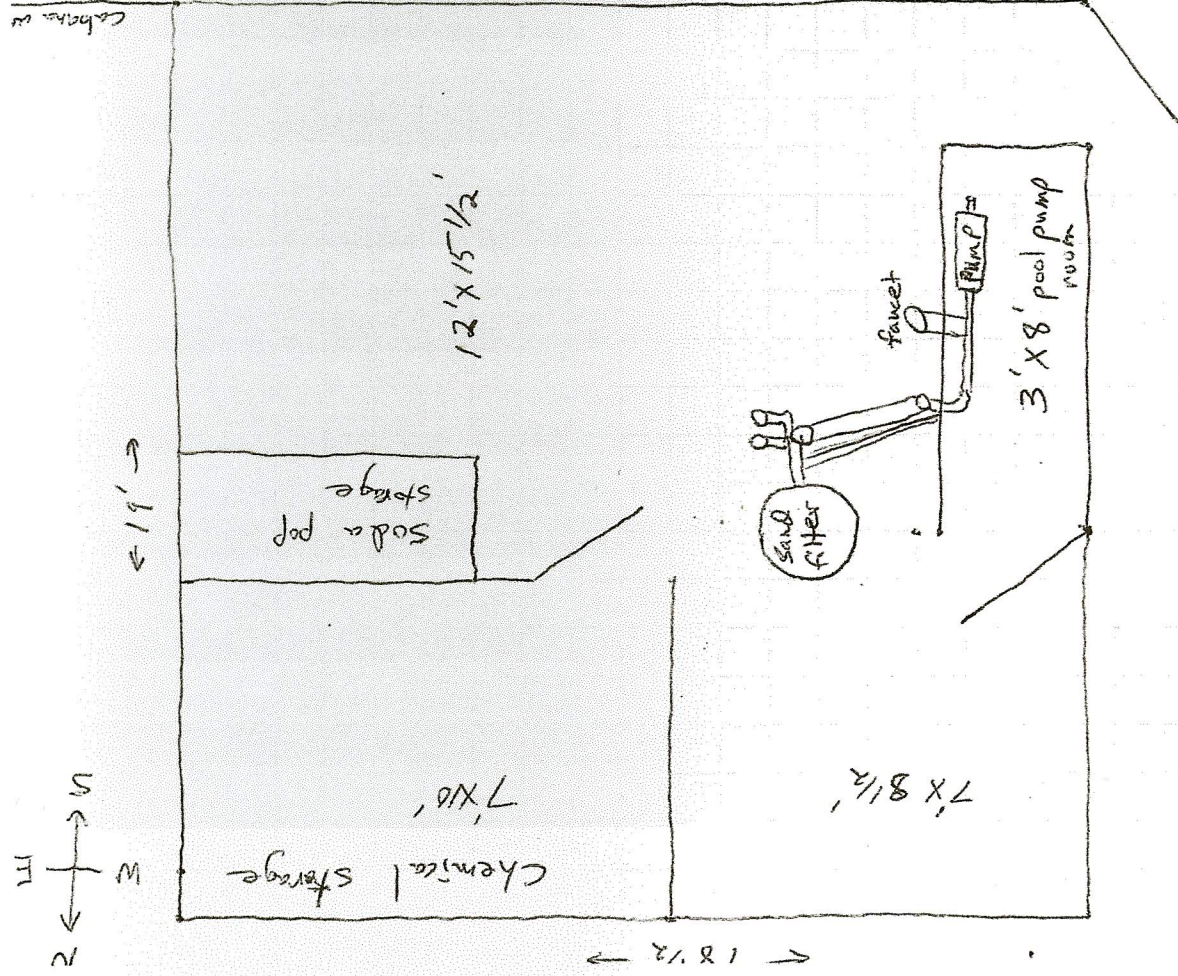
| JANUARY | | FEBRUARY | | MARCH | | APRIL | | MAY | | JUNE | |
|---------|----------|----------|----------|-------|----------|-------|------|------|----------|------|----------|
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| 2 | 45 | 2 | 68 | 2 | 68 | 2 | 49 | 2 | 40 | 2 | 33 |
| 3 | 45 | 3 | 68 | 3 | 73 | 3 | 49 | 3 | 38 | 3 | 40 |
| 4 | 45 | 4 | 70 | 4 | 68 | 4 | 45 | 4 | 40 | 4 | 42 |
| 5 | 44 | 5 | 69 | 5 | 69 | 5 | 45 | 5 | 38 | 5 | 42 |
| 6 | 47 | 6 | 69 | 6 | 69 | 6 | 46 | 6 | 37 | 6 | 42 |
| 7 | 50 | 7 | 69 | 7 | 69 | 7 | 44 | 7 | 40 | 7 | 29 |
| 8 | 48 | 8 | 72 | 8 | 73 | 8 | 45 | 8 | 40 | 8 | 29 |
| 9 | 48 | 9 | 71 | 9 | 74 | 9 | 45 | 9 | 40 | 9 | 28 |
| 10 | 48 | 10 | 71 | 10 | 73 | 10 | 45 | 10 | 38 | 10 | 28 |
| 11 | 53 | 11 | 71 | 11 | 74 | 11 | 45 | 11 | 40 | 11 | 28 |
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| 13 | 54 | 13 | 73 | 13 | 74 | 13 | 41 | 13 | 36 | 13 | 24 |
| 14 | 54 | 14 | 73 | 14 | 74 | 14 | 40 | 14 | 36 | 14 | 25 |
| 15 | 54 | 15 | 69 | 15 | 74 | 15 | 40 | 15 | 36 | 15 | 26 |
| 16 | 54 | 16 | 67 | 16 | 67 | 16 | 40 | 16 | 36 | 16 | 25 |
| 17 | 54 | 17 | 75 | 17 | 62 | 17 | 40 | 17 | 29 | 17 | 26 |
| 18 | 61 | 18 | 69 | 18 | 62 | 18 | 40 | 18 | 31 | 18 | 25 |
| 19 | 62 | 19 | 73 | 19 | 63 | 19 | 37 | 19 | 32 | 19 | 25 |
| 20 | 60 | 20 | 73 | 20 | 63 | 20 | 41 | 20 | 33 | 20 | 25 |
| 21 | 59 | 21 | 73 | 21 | 59 | 21 | 41 | 21 | 32 | 21 | 26 |
| 22 | 59 | 22 | 74 | 22 | 59 | 22 | 41 | 22 | 32 | 22 | 27 |
| 23 | 59 | 23 | 72 | 23 | 59 | 23 | 40 | 23 | 32 | 23 | 35 |
| 24 | 59 | 24 | 72 | 24 | 58 | 24 | 40 | 24 | 28 | 24 | 34 |
| 25 | 56 | 25 | 71 | 25 | 56 | 25 | 40 | 25 | 31 | 25 | 32 |
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| 27 | 58 | 27 | 75 | 27 | 52 | 27 | 38 | 27 | 33 | 27 | 32 |
| 28 | 59 | 28 | 75 | 28 | 52 | 28 | 39 | 28 | 34 | 28 | 32 |
| 29 | 62 | | | 29 | 47 | 29 | 39 | 29 | 34 | 29 | 32 |
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| 31 | 62 | | | 31 | 43 | | | 31 | 34 | | |
| AVG. | 55.03571 | AVG. | 71.17857 | AVG. | 63.70968 | AVG. | 41.8 | AVG. | 35.22581 | AVG. | 30.56667 |

WAVECREST OCCUPANCY LOG JULY-DECEMBER 2010

| JULY | | | | | AUGUST | | | | | SEPTEMBER | | | | | OCTOBER | | | | | NOVEMBER | | | | | DECEMBER | | | | |
|------|----------|------|----------|------|--------|------|----------|------|------|-----------|----------|------|----|------|----------|------|----------|------|----|----------|----------|------|----|------|----------|------|----------|------|----------|
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| 4 | 30 | 4 | 30 | 4 | 30 | 4 | 30 | 4 | 26 | 4 | 23 | 4 | 39 | 4 | 26 | 4 | 23 | 4 | 39 | 4 | 39 | 4 | 39 | 4 | 39 | 4 | 39 | 4 | 39 |
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| 9 | 37 | 9 | 27 | 9 | 37 | 9 | 27 | 9 | 26 | 9 | 30 | 9 | 35 | 9 | 26 | 9 | 30 | 9 | 35 | 9 | 41 | 9 | 35 | 9 | 41 | 9 | 41 | 9 | 41 |
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| 24 | 40 | 24 | 27 | 24 | 40 | 24 | 27 | 24 | 24 | 24 | 40 | 24 | 36 | 24 | 24 | 24 | 40 | 24 | 36 | 24 | 44 | 24 | 36 | 24 | 44 | 24 | 44 | 24 | 44 |
| 25 | 40 | 25 | 27 | 25 | 40 | 25 | 27 | 25 | 24 | 25 | 34 | 25 | 36 | 25 | 24 | 25 | 34 | 25 | 36 | 25 | 44 | 25 | 36 | 25 | 44 | 25 | 44 | 25 | 44 |
| 26 | 36 | 26 | 24 | 26 | 36 | 26 | 24 | 26 | 24 | 26 | 30 | 26 | 36 | 26 | 24 | 26 | 30 | 26 | 36 | 26 | 44 | 26 | 36 | 26 | 44 | 26 | 44 | 26 | 44 |
| 27 | 38 | 27 | 26 | 27 | 38 | 27 | 26 | 27 | 24 | 27 | 30 | 27 | 36 | 27 | 24 | 27 | 30 | 27 | 36 | 27 | 41 | 27 | 36 | 27 | 41 | 27 | 41 | 27 | 41 |
| 28 | 32 | 28 | 26 | 28 | 32 | 28 | 26 | 28 | 24 | 28 | 31 | 28 | 36 | 28 | 24 | 28 | 31 | 28 | 36 | 28 | 45 | 28 | 36 | 28 | 45 | 28 | 45 | 28 | 45 |
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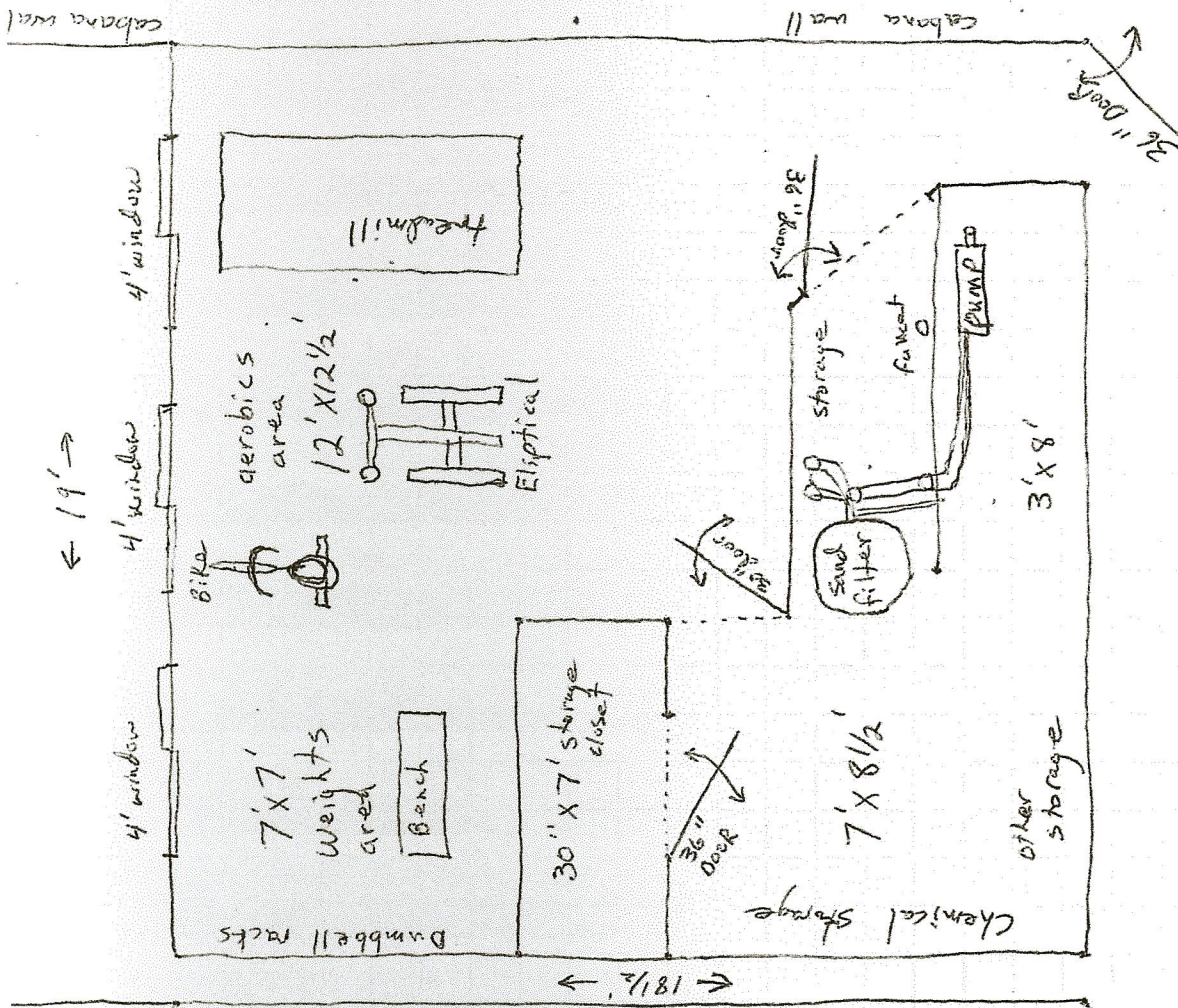
WAVECREST OCCUPANCY LOG JANUARY - MARCH 2011

| JANUARY | | FEBRUARY | | MARCH | |
|---------|----------|----------|-------|-------|----|
| 1 | 50 | 1 | 68 | 1 | 63 |
| 2 | 50 | 2 | 68 | 2 | 61 |
| 3 | 47 | 3 | 68 | 3 | 64 |
| 4 | 49 | 4 | 68 | 4 | 65 |
| 5 | 50 | 5 | 64 | 5 | |
| 6 | 54 | 6 | 65 | 6 | |
| 7 | 57 | 7 | 65 | 7 | |
| 8 | 57 | 8 | 65 | 8 | |
| 9 | 57 | 9 | 67 | 9 | |
| 10 | 56 | 10 | 71 | 10 | |
| 11 | 58 | 11 | 72 | 11 | |
| 12 | 58 | 12 | 72 | 12 | |
| 13 | 58 | 13 | 72 | 13 | |
| 14 | 64 | 14 | 72 | 14 | |
| 15 | 64 | 15 | 75 | 15 | |
| 16 | 64 | 16 | 74 | 16 | |
| 17 | 59 | 17 | 71 | 17 | |
| 18 | 64 | 18 | 76 | 18 | |
| 19 | 64 | 19 | 76 | 19 | |
| 20 | 67 | 20 | 76 | 20 | |
| 21 | 66 | 21 | 72 | 21 | |
| 22 | 61 | 22 | 71 | 22 | |
| 23 | 64 | 23 | 71 | 23 | |
| 24 | 64 | 24 | 68 | 24 | |
| 25 | 64 | 25 | 68 | 25 | |
| 26 | 67 | 26 | 68 | 26 | |
| 27 | 65 | 27 | 68 | 27 | |
| 28 | 68 | 28 | 62 | 28 | |
| 29 | 64 | | | 29 | |
| 30 | 64 | | | 30 | |
| 31 | 64 | | | 31 | |
| AVG. | 59.93548 | AVG. | 69.75 | AVG. | |



EXISTING POOL STORAGE /PUMP ROOM

to scale: each square is one foot by one foot



PROPOSED EXERCISE ROOM / STORAGE /
Pump Room

TASKS: demo chemical storage room wall and soda area
add 30" x 7' closet
move sand filter and clean out pipes one foot
add wall to ~~enclose~~ filter area