



BOARD OF DIRECTORS & CONTINUED ANNUAL MEETING
ASSOC. OF APARTMENT OWNERS - WAVECREST RESORT, INC.
Kaunakakai, Hawaii

NOTICE OF MEETING

Date: Friday September 30, 2022
Time: 9:00 a.m. HST
Place: via ZOOM Teleconference

Agenda and Order of Business

Call to Order - Determination of Quorum, Homeowner's Roll Call, Proof of Notice of Meeting

Review/Approval of Minutes and Reports -

- Regular Meeting Minutes of June 3, 2022
- President, Treasurer, and Manager's Reports

Discussion/Action Items -

- §514B-42 Metering of Utilities
- SOH Real Estate Commission - Horizontal Property Regimes – Pg. 4 (h)
- Easement of Beach Access Across Wavecrest Property – Pg. 6 (4)
- eGauge Connectivity – Hardwiring
- House Rules – Aligned with HRS and Published Documents
- Owner and Agent Responsibilities
- Reserve Study – Yearly Review and Revisions

Open Session - Owner Comments limited to three (3) minutes.

Executive Session - Closed session called by the Board President

Adjournment

Teleconference Information:

1-669-900-6833

Meeting ID:

869 6218 3816

PIN:

969875

DATE OF NOTICE

Thursday, September 15, 2022

Respectfully submitted by:

Zoom weblink: <https://us02web.zoom.us/j/86962183816?pwd=Q3lNcExVYlFpTzZkVXpBZU00K3ZaUT09>



BOARD OF DIRECTORS & CONTINUED ANNUAL MEETING
ASSOCIATION OF APARTMENT OWNERS - WAVECREST RESORT, INC.
Kaunakakai, Hawaii

**Friday, September 30, 2022 @ 9:00 a.m.
via ZOOM Teleconference**

Video or audio recording of this meeting is not allowed. This meeting is for owners only. Owners are asked to hold comments until 'open session' following the business meeting of the Board of Directors.

ZOOM WEBLINK <https://us02web.zoom.us/j/86962183816?pwd=Q3lNcExVYlFpTzZkVXpBZU00K3ZaUT09>

CALL IN INFORMATION – DIAL 1-669-900-6833, MEETING ID 869 6218 3816, PIN 969875

AGENDA

CALL TO ORDER

ROLL CALL - Determination of Quorum, Homeowner's Roll Call, Proof of Notice of Meeting.

APPROVAL OF MEETING MINUTES – Approval of Meeting Minutes for June 3, 2022.

DIRECTOR REPORTS – President, Treasurer, Manager.

DISCUSSION/ACTION ITEMS

- §514B-42 Metering of Utilities
- SOH Real Estate Commission - Horizontal Property Regimes – Pg. 4 (h)
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- Reserve Study – Yearly Review and Revisions

OPEN SESSION – Owner comments, limited to three (3) minutes.

EXECUTIVE SESSION – This is a closed session called by the Board President for BOD members to discuss, review and potentially act on legal and personnel matters.

ADJOURNMENT



**Board of Directors Meeting Minutes
June 3, 2022**

The Wavecrest AOA Board of Directors meeting was conducted pursuant to the provisions of the Governor and the Maui County Mayor's Executive Orders. Board Members and Staff participated in the meeting by zoom teleconference. Homeowners were provided a zoom website link as well as a phone number to participate in the meeting and provide public comment.

1. Call to Order and Roll Call

- a. The regular quarterly Board of Directors meeting was called to order by President Jack Thornton at 9:02 a.m. HST on June 3, 2022.
- b. The following Directors were present: President Jack Thornton (A207), Vice-President Michael Peters (C213), Treasurer Martha Strock (A101/B102), and Secretary Rod Huck (A102). A quorum was established.
- c. Homeowners in attendance included: Neil Strock (A101/B102), John Scriver (A110/A308), John Becker (A303/A313), Bev Ferguson (B101/B103), Ilene Klein (B108), Jeffrey and Kim Silvers (B209), Kimberly Dutton (B310/C110), Julie and Dallas Jacobs (C104), Daniel Reed (C105), Rockland Taylor (C106), Alan Greene (C113), Julie Funke (C216), and Margaret Carpenter (C316). Others in attendance included Property Manager, Zaida Place.
- d. Proof of Notice of Meeting was sent out on May 19, 2022.

Homeowners Amanda Ballou (A211) and Gaellen Quinn (C305) joined the meeting.

2. Review/Approval of Minutes and Reports

- a. The March 15, 2022 meeting minutes were presented for review. President Thornton noted that there were no additions, changes, or corrections to the March 15, 2022 meeting minutes. Secretary Huck motioned to accept the March 15, 2022 minutes as drafted, and Treasurer Strock seconded the motion. Motion carried unanimously to approve the minutes as written.
- b. President Thornton noted as newer custom we've resorted to not reading reports over as copies provided to membership. The President's report was submitted as written and was the same with a few additions to it that will be discussed during open meeting per President Thornton.
- c. The Treasurer's Report was presented as written. Treasurer Strock reported that we are still in decent financial state, our cash is down a little and reserves are up from last year. Will need to keep an eye on inflation and costs of materials and shipping. Due to Hawaiiana's error of not including the \$9.66 amount in dues, we do have 62 delinquent active owners. For those who did not make this payment, please pay it.
- d. Secretary Huck state that there was nothing new to report beyond identified agenda items.
- e. The Manager's report was presented in written format. Manager, Zaida Place stated that she and Ted were able to attend HRWA's Water Conference last month. Mentioned that there was one issue coming down the tap which is getting rid of lead and copper pipes and fittings. Wavecrest to move forward with installation of lead-free products.

3. Discussion/Items

- a. President Thornton requested to turn in proxies for the rescheduled annual meeting to be held in September to ensure achieving a quorum. Also requested those interested in joining the board to contact

him through the office regarding board duties and welcomes all those interested to apply for a Board seat. We currently have two open positions on the BOD.

- b. eGauge Hardwiring – Progressively scheduled to begin with units we go into the most.
- c. Wi-Fi Bandwidth – Homeowners are living within the bandwidth allowed and it has not been interfering as much as it used to. Please keep in mind that if you are streaming, etc. you should be using your own account with Spectrum.
- d. House Rules – They are being tweaked and HRS statutes are being included. In the last two stages, has been meticulous and will be discussed at the next meeting on September 30, 2022. Re-issuing and re-adopting them with more owner options for recourse if you disagree with something to make it easier. Mediation process per and in compliance to be clarified.
- e. Reserve Study – Specific reserve items are being reviewed and will be updated to reflect rise in prices and shipping and the works that's been done or needs to be done and added.
- f. Wastewater Treatment Plant – We are looking at placing an eGauge to monitor electric use and adding a water meter and water meters on all the buildings so we can potentially procure funding through a grant to repair/replace our WWTP down the road.

4. Open Session

- a. Julie Jacobs (C104) – Where can we find the Board member reports? Request to send out again. Is C104 on the list for hardwiring for the electrical meters.

Per President Thornton, the units affected most will be first on the list. Every unit will be hardwired over time. Neil and Jack to be on-island in the fall doing the hardwiring.

Regarding hiring a consultant to the reserve study, are we doing it in-house?

President Thornton explained the same company was hired at the minimal level to consult with Zaida and himself and others to assess what has been done, what needs to be done and what those price increases were, and they will produce an updated reserve study using the previous reserve study for the year 2021.

The office will send out via Condo Control the Reserve Study 2021 for review, especially for all the new homeowners.

Per Neil Strock, C104 is not on the list to get hardwiring at this time.

- b. Beverly Ferguson (B101/B103) – Regarding Condo Control, would the Board be able/willing to turn on a homeowner thread chat?

President Thornton to inquire if that function is available with Condo Control and what the cost is.

Beverly Ferguson: Regarding the House Rules that are going to be sent out, what I would like to be able to respond to, I've asked for this before, I'd like to have a ranking, which house rules have been fined, how much money has been generated, what infractions/problems and if a tally can be provided for the past two years. Also, will the revision be put up for discussion and can we modify wording. Regarding sign-ins, I come everyday and need to sign in or I get fined and must pay \$100 even if I'm just picking up my mother. I'd like it to keep the HRs more gentle, non-invasive, keep aloha and it be a nice place to live. Is there a state law regarding signing in? I'd like the ability to address this.

President Thornton: The ability will be granted to everybody when we send them out. The expectation for the Fall meeting is that enough time has gone by so that we've gotten the revision out for review and address at that time.

Will it be possible to have some data on the fines to go along with that?

President Thornton stated that he will follow up with the attorney to see if we have the ability to do that.

- c. John Scriver (A110/A308) – Deputized by many homeowners after the last meeting to raise concerns, however I'm only going to raise procedural concerns vs. substantive, that tie into giving notice and notices of the meeting. The meeting notice is on Condo Control, but there is no hypertext link and would like to see this addressed as this is beyond most people's skillset. When calling into March meeting, I was knocked off. We need to ensure someone is monitoring the waiting room or be able to send a text to someone to inform them when access issues occur to facilitate their access back into the meeting.

Regarding sending notices to owners, I believe that there's a Hawaiian statute requirement that notices be sent out via USPS. Not reasonable for those in Canada or Europe, as sometimes we get it the day before or after the meetings. In addition to that, I'd like to recommend notices be sent out via email including proxies.

Upon checking website for historical data, unable to access minutes of past board meetings. Where are those archived and where can I access those? Timing and giving notices of minutes and drafts of meetings. Would like to make sure we are receiving within statutory timeline.

- d. Rockland Taylor (C106) – Would like to bring up the issue of the status of employee paychecks. Due to increasing expenses, we need to give our employees more than a living wage. Prices are skyrocketing and we need to keep our employees. We must give our people more.

Discussion held. Secretary Strock can not discuss personnel and pay issues due to employment laws.

Per Vice-President Peters, the Board has worked hard to afford our employees the greatest possibility in their compensation package as a whole. The board recognizes that inflation is not under control and will not be for the next year or so, so we will be looking at compensation this coming Fall when we look at the budget. Unfortunately, we have very tight constraints in making changes mid-year to the budget without going in and making changes in maintenance dues. The earliest we can make a change would be in the next budget cycle and the Board will take up serious discussions and factor in these issues discussed.

Rockland Taylor: I'd like to see the dues increase a couple of bucks a month to help compensate our people.

At 10:00 a.m. homeowner Mark Helm (A304) joined the meeting.

- e. John Scriver (A110/A308) – One of the issues from March is what Rockland just mentioned, there's no law that tells the board that they cannot share employee bonuses as a general pool.
- f. Amanda Ballou (A211) – I really appreciate Rocky's advocacy of this question as Martha and I discussed it last Fall. Michael Peters gave a good guideline for how we can open communication on this subject. It is appropriate for the homeowners to review the budget and question it, and I think that we should all take that upon ourselves, and we should look at the assumptions that are made on that line for wages. I think that on a quarterly basis you can look and see how we are performing to that budget because the budget is just the best plan that you go into the year with and it's intended to review it and adapt as circumstances change and certainly, we can say that circumstances changed enormously in 2022. If we're going to be good managers of this operation, we need to be flexible and adaptable. I think we need to have respectful roles towards each other and what we question. We can look at the numbers in aggregate and that is appropriate for all of us with my experience with boards. The other thing we can look at is policies and procedures. It is proper for an HOA to ask what the policies are that the Board is using. We need to be careful, in the way that we communicate the information is there. There's appropriate information for us to review and to have dialogue about. This is certainly a difficult area for every employer right now.

Commendable that Wavecrest has not lost key employees. It's actually a resource allocation and they can give us insight and how we can work with the Board.

- g. Dan Reed (C105) – When the Board members come for the next meeting, you're going to be pleasantly surprised at some of the changes that have taken place here. It's incredible. Some of the projects completed have really been incredible giving credit to all the employees. Tackled some things that has never been tackled before. It looks beautiful and wonderful. Regarding employees, I was given wrong information, I talked to my attorney, and I was told that that simply was not true. We really need to give them a raise from management on down. The employees here do an outstanding job. You need to review what was said about sharing that information. No reason why homeowners cannot know what our employees are making and should be looked at.

At the beginning of the meeting the treasurer said gave the report and said that we bought a new pickup and other things. Can you tell me what the other things are, I would like to know where the money's going?

President Thornton's connection was dropped and went offline. Vice-President Peters resumed meeting.

Per Treasurer Strock, two large ticket items within the year were the carpeting in the cabana and hallways and the truck. I would like to go on record and say that I'd like to give the employees pay increases however it's not as easy as you say. Certainly, we will, and I will be looking at it very closely. We need to live within our budget. In the past the Board has not raised prices year after year that our reserve fund dipping so low that we would have to do multiple assessments in the thousands of dollars if we had an emergency. It is a three-month process to have dues raised and passed. We need to live within our budget. Hawaiiana makes budget proposal, I review, the board discusses scenarios, and we decide what to present to the owners. That is our duties as a board. Will be starting the process in August.

Per Vice-President Peters, it is exactly what Martha said, it's an annual review. Martha starts the process with proposing different scenarios for board discussion and approves the budget for the following year. We set a budget in September for January 1st, but with inflation, which was a curve ball and very dangerous to speculate too far in advance. Yes, it is a challenge, but I can assure you that the input that you have given us today and we will take that as a directive to dig deeper and look at those salaries making sure that we make the appropriate adjustments and set those come September.

- h. Beverly Ferguson (B101/B103) – Weigh in on discussion with the employees and throw my support behind them, especially the lowest paid people going into the summer, it is hot out there. The people that are, the office people are amazing too, but the concern is for the very lowest paid employees, probably the yard, maintenance, and cleaning people. I know we have a tip jar that's put out at Christmas time, I wonder if in the meantime we can have a jar where it can be shared with all of the lowest paid people to compensate them for gas. If we can have a tip jar for the lowest paid employees on a weekly basis to improve moral. I'd like to thank Martha and the Board for keeping the dues at a reasonable place, I think at this point, we need to look at cutting benefits for travel money to be put on the table for giving a bonus or mid-year bonus. I'm just talking about the lowest paid employees because it's hot out there and we need to take a look at it.
- i. Dan Reed (C105) – Thank you Mike for explaining thoroughly. It's a first time a board member has said that you will look at it thoroughly. Lastly, we talk about the employees here, I know it wasn't going to be simple, I know it was going to be a process, but as far as the employees are concerned, the groundskeepers, the maintenance and of course the manager, but I don't want to leave out Donna who contributes so much. I don't want us to forget her.

Vice-President Michael Peters thanked Dan and stated that a lot of times Donna is our voice and the face whether its people calling about Wavecrest or units or rentals or anything like that she does represent us on a daily basis.

- j. Kimberly Dutton (B310) – I appreciate everything that the Board and employees are doing, it's all wonderful. I understand that the budget's tight, no one was expecting this kind of inflation or foresee it. I do wonder if it would be possible to let the owners know what the cost of a wasted meeting is when they don't turn their proxies in or even a general cost, so they realize the financial adverse impact on Wavecrest not voting their proxies has. That would've bought a lot of gas.

Per Treasurer Strock, it is quite expensive, we must have representatives come over, the meeting expenses, we were short three proxies in March. That is a lot of money down the drain. That is more than what the board members get in plane fare. I wouldn't be surprised if Jack contributes 40 hours per week and persons such as Rocky, Dan and Neil put in many volunteer hours. Get those proxies in so that the money spent isn't a waste.

- k. Ilene Klein (B108) – I am a relatively new owner and yes, I'd like to agree that paying a livable wage is important especially for retention, moral and all the other great reasons. Is there a breakdown of employees?

Zaida reported that currently we have a total of 8 employees, one or two are part-time, one is on leave and will return in a couple of months. Regarding security, as a manager I can be, otherwise you need to have a Hawaii state guard card and be certified with the State.

- l. Mark Helm (A304) – Last meeting we talked about the cost of the meetings and incentives for proxies for getting people to join in. Have we made any headway with that? We need to do something concrete about that, so we don't lose the money again.

Per Treasurer Strock, we were close to 50% and those proxies turned in for the March meeting are still good. We have maintained them. We needed three proxies for March. Per Zaida, we need to review due to new owner turnover. Per Vice-President Peters, we have not had an in-depth discussion to encourage attendance but its not off the table and we'll continue to look at ways to incentivize people to participate in this process.

- m. Margaret Carpenter (C316) – I'm a very new owner since February. How do we get proxies?

Per Vice-President Peters, as we get closer to the annual meeting Hawaiiana will send out proxies to everyone again so you should automatically receive one.

- n. Rockland Taylor (C106) – Anything that I said was not given to me by any employees, there are no disgruntled employees. I've spoken to people, but please, please let's take a look at the employees' wages.

- o. John Becker (A303/A313) – Why don't we look at getting a discount for cable?

With no further homeowner comments, Vice-President Peters request to move to Executive Session and return to open session afterwards. Treasurer Strock motioned to move to Executive Session, Secretary Huck seconded. Motion carried unanimously 3-0-0. Session was ended at 10:18 a.m.

President Thornton returned to the meeting at 10:18 a.m.

5. Executive Session

- a. Executive session convened at 10:19 a.m. No motions or votes.

- b. Executive session closed at 10:35 a.m. HST. Director Strock moved to close the session. Secretary Huck seconded the motion. Motion passed 4-0-0.

6. Reconvening Open Session and Adjournment

Open session reconvened at 10:35 a.m. HST. The meeting adjourned with a motion from Treasurer Strock and seconded by Director Huck. Motion carried unanimously 4-0-0. The meeting adjourned at 10:35 a.m. HST.

Respectfully submitted,

Werner Rod Huck, Secretary

Attachments: Addendum #1, Addendum #2, Addendum #3, Board and Staff Reports

Addendum #1 to Meeting of June 3, 2022

[§514B-126] Board meetings; minutes, (a) Minutes of meetings of the board shall include the recorded vote of each board member on all motions except motions voted on in executive session.

(b) Minutes of meetings of the board shall be approved no later than the second succeeding regular meeting.

(c) Minutes of all meetings of the board shall be available within seven calendar days after approval, and unapproved final drafts of the minutes of a meeting shall be available within sixty days after the meeting; provided that the minutes of any executive session may be withheld if their publication would defeat the lawful purpose of the executive session.

Addendum #2 to Meeting of June 3, 2022

§514B-125 Board meetings. (a) All meetings of the board, other than executive sessions, shall be open to all members of the association, and association members who are not on the board shall be permitted to participate in any deliberation or discussion, other than executive sessions, pursuant to owner participation rules adopted by the board.

(c) The board, by majority vote, may adjourn a meeting and reconvene in executive session to discuss and vote upon matters:

- (1) Concerning personnel;
- (2) Concerning litigation in which the association is or may become involved;
- (3) Necessary to protect the attorney-client privilege of the association; or
- (4) Necessary to protect the interests of the association while negotiating contracts, leases, and other commercial transactions.

COMMUNICATION OUTSIDE OF BOARD MEETINGS HRS 514B – 125 (a)

- 1) Any discussion/deliberation is restricted to the actual Board Meeting
- 2) Managing Agents, Resident Managers, General Managers and Site Managers (or individuals in similar positions) must also comply with the law in the same manner as Board members.

When Can an HOA Board Have an Executive Session?

Homeowners' association board members have a lot of responsibilities on their plates. From the financial aspects of the position to handling issues within the community, HOAs are full of tasks that can confuse or even frustrate its members.

An important part of the role, as well as something not fully understood by those involved, is the Executive Session. These sessions are meetings that are provided by statute so an HOA board can handle privileged information and deal with private matters. Let's take a closer look at what these executive sessions mean for those involved.

What Are Executive Sessions?

Not all homeowners association members are involved in these hands-on meetings, which can frustrate some. Members who are not part of the proceedings being discussed are not allowed to attend these sessions, especially if it pertains to disciplinary action of personal matters.

The issues handled at executive sessions are usually pretty limited and specifically laid out for the board to go over. HOA members need to make sure they're following rules and regulations as well as legal statutes to make sure they don't cause any legal matters. Meetings are very specific and to the point, doing away with any ambiguity for the sake of

transparency. Some of the reasons why an HOA board will put together an executive session include dealing with contracts, disciplinary actions, legal matters, personal matters, and assessments.

HOA boards have a number of ways in which they come together to discuss the issues at hand. They can be executed in person or over telephone or video conference, with partiality to the former. Having an in-person meeting shows more value as matters are handled more transparently when individuals come together.

Addendum #3 to Meeting of June 3, 2022

**ASSOCIATION OF APARTMENT OWNERS OF WAVECREST RESORT, INC.
Notes to Statement of Cash Receipt and Disbursements (Continued)
December 31, 2021**

NOTE 6 – MAJOR REPAIR AND REPLACEMENT EXPENSES (CONTINUED)

Truck	\$ 41,905
Chain link fence replacement	38,089
Carpet exterior walkways	33,055
Cabana carpeting	6,958
Storage container	6,266
	<u>\$ 126,273</u>



Welcome to the Wavecrest Sept. 2022, board meeting.

Guest check-in

Guest check-in is required upon or prior to arrival. Guest check-in can now be done online via our aoao website at wavecrestaoao.com.

Ongoing repairs and improvements

Please take note of the continued dedication and skill of all our employees. Always respect their work areas and allow them the space to work uninterrupted. If you have maintenance or violation concerns, please log into our Condo Control system. It should go without saying, but do not confront or engage employees directly with complaints or issues. The appropriate avenue to contact the office if you have questions is to use the Condo Control system "app.condocontrol.com." Written forms are for guests and others that do not have access to Condo Control because they are not owners.

Reserve Study

The most recent reserve study was started a little over two years ago [March 2020]. It was for the period beginning January 1, 2021, through December 31, 2021. "A Reserve Study is a planning tool, and it is understood that ...Because the physical and financial status of the property, ...are all in a continual state of change, ...we do not expect that the events projected in this document will all occur exactly as planned. The Reserve Study is by nature a 'one-year' document in need of being updated annually so that more accurate estimates can be incorporated."

[Association Reserves (Study). March 4, 2020. pp. 28. para. 4]

Association Reserves has been hired again as part of an official update to review the previous Reserve Study they performed. I have been in contact with them, and we are going through items updating increased costs for materials and labor and reviewing reserve item work performed internally and moving forward with planning for upcoming reserve projects.

Fiber cable installation

I am continuing to review the option for fiber cable installation to all Wavecrest units. This would serve two purposes. Owners would be able to purchase service directly from Hawaiian Telecom over the installed fiber and Wavecrest will be able to use it for internal needs. We encourage you to consider putting in your own services. We are in the process of installing our own fiber cable to service the office, WWTP, washer and dryer payment system, and other internal systems.

House Rules

The House Rule Draft will be sent out to owners and new owners so everyone can refamiliarize themselves with the House Rules. We are adding the statute we use for mediation to the House Rules and as a separate resolution. We already adopted the Hawaii Revised Statute (HRS) for mediation but hope this will add additional clarity for all owners.

Hawaiiana Management Company

A review of Hawaiiana Management Company's fees, procedures, policies, and contractual obligations has been started. We are looking at their regulatory compliance as a licensed business operating under regulatory oversight from the Department of Commerce & Consumer Affairs [DCCA]. Owners will have the opportunity to discuss personal issues in a confidential format and ask some general non-legal or non-personnel questions in open session.

Open Board Positions

Thank you for those owners who have expressed interest in joining the Wavecrest Board. It is a great way to serve our community of owners as well as interact with our local community. There are currently two board vacancies. Please contact Hawaiiana or the Wavecrest Secretary to express your interest in joining the Wavecrest Board.

Stay safe and healthy,

Respectfully submitted,
Jack Thornton

**Wavecrest AOAO
Treasurer's Report**

	Actual 2022 August	Budget 2022 August	Actual 2021 August	Percent Change August/August	YTD Actual	2021 Budget
Revenue	88037.93	88014	76449.41	115.2%	68778.21	704112
Expenses						
Utilities	20612.47	17125	24203.83	85.2%	39621.22	41976.88
Professional Services	3373.23	4840.61	5979.8	56.4%	42834.5	39312.96
Bldg Maintenance	1789.01	11866	6641.25	26.9%	66090.67	94928
Payroll & Benefits	35648.55	29044.42	37433.89	95.2%	259521.63	233399.36
Other expenses:						
Insurance Master Policy	0	9037	0		156486.74	72296
Insurance Claims	0	67	5000		0	536
Meeting Expense	0	300	382.91		7267	2400
Miscellaneous Expense	0	315	337.04		1538	2520
Maintenance Fee Expense	1845	3333.33	0		9225	26666.64
AOAO Wavecrest Rental Expense	0	343	0		0	2744
AOAO Office Expense	344.25	605	0		2754	4840
Real Property Tax	1488.11	0	0 %		2982.98	8952
State General Excise Tax	0	215	0		2358.92	1720
Total Operating Expenses	65100.62	86341.36	79978.72	81.4%	716918.76	705466.88
Operating Surplus/Deficit	22937.31	1672.64	-3529.31	-649.9%	31140.55	1354.88
Capital Improvements	973.58	0	0 %		25977.44	95500
Total Cash Disbursements	66074.2	86341.36	79978.72	82.6%	742896.2	800966.88
Cash and Investment Balance						
Operations	249693.08		162,212.79	153.9%		
Reserves	609557.93		692,081.83	88.1%		
Total Association Cash	859251.01		854,294.62	100.6%		
Delinquencies - Active Owners						
Maintenance Fees	122734		147,371	83.3%		
Rental Income/Locker/Storage	40		30	133.3%		
Legal Fees	8279		10751	77.0%		
Late Fees	16340		16691	97.9%		
Interest Charges	80029		81,922	97.7%		
Fines	24000		1382	1736.6%		
Total	229822		258147	89.0%		



Board of Directors

Assoc. of Apartment Owners – Wavecrest Resort, Inc.

Manager's Report

September 30, 2022

Aloha

Welcome our new homeowners, (A208) Jack Thornton & Roberta Paris, (A212) Nathan & Jessica DaSilva, (A306) Carolyn & Daniel Ball, (C109) Kenneth & Margaret Carpenter, and (C207) Brenda Galli.

Mahalo

Thank you to all of you on property along with guests who have been patient and understanding while enduring our many recent water shut offs for repairs and maintenance. I'd also like to thank all of you who continue to follow the House Rules regarding parking passes, registration, and sign-ins on property and/or make sure that your guests/vendors comply. Recent security checks have seen a decrease in violations. However, just one reminder, per the House Rules, everyone needs to sign-in with your name and unit number when using the BBQ/Pool/Cabana area.

I'd like to extend a SPECIAL mahalo to C315's Michael Weaver and B108's Ilene Klein for the employee donations following our June BOD meeting and recognizing our hardworking crew for their efforts! Also, BIG MAHALO to the following exceptional homeowners for volunteering their time and skills:

- A101/B102 Neil Strock – For continuous volunteering and maintaining our eGauge/Wi-Fi network.
- C106 Rockland Taylor – For continuous volunteering and taking the lead with our Bldg. C Laundry re-pipe & attic leak repairs, etc., etc., etc.
- B201 Scott Butcher – For volunteering and completing the asphalt sealant application at the office parking lot.
- C105 Dan Reed – For continuous volunteering and assisting with our courtyard garden bed maintenance.

Your efforts and spirit of community truly help make Wavecrest a better place!

Safety

Watch your speed when driving on property, the posted speed limit is 5 MPH and be mindful of residents and visitors walking along the roadway and in the parking areas. Unsafe drivers pose a risk to everyone on our property. Also, park first in a parking stall then unload your vehicle and at the office park do not stop in front of the office, park in a stall before you go to check-in, sign-in/out, check your mail, get assistance, etc. Do not stop or park in areas with designated "No Parking" signage. Please remind your guests & vendors of this as this has been an ongoing problem. The roadway is required to remain clear of vehicles to always allow safety responders (fire truck/ambulance) access.

At the Office

- Use of Condo Control Central app for any Service Requests or Notice of Violation via app.condocontrol.com
- The office has a list of on-island representatives if you do not live on Molokai and are renting out your unit. Please be sure to have your representatives sign in at the office upon each visit even if they reside at Wavecrest. This allows a record of entry.
- Request for Alteration forms are required prior to having any work done in your units.
- Please be sure to update your contact information at the office as needed.
- HO6 insurance policies (92% to date)
- Ensuring parking permits are being utilized by HOs and vendors.
- Ensuring visitor sign-ins.
- Upcoming Holiday: The office will be closed on Thursday, November 24th in observance of Thanksgiving Day.
- Beginning January 2023, we will be scheduling mandatory inspections of high-risk components to see if they need to be replaced, maintained, or repaired. At least 48-hours' notice will be given so that you or your on-island representative can be present.

What's Happening at Wavecrest

Completed Projects:

- Coconut Tree Trimming
- Pump & Remove Sludge, Solids and Wastewater from Lift Station, Pre-Loader, Effluent Tank and Sludge Digester Tank at WWTP
- C207/208 Attic Leak into Hallway Light Fixture Repair
- Office Apartment Kitchen Refurbish
- Lanai Checks
- Bldg. B Hallway/Walkway Carpet Installation
- B303 Attic Leak/Ceiling Repair
- WWTP Irrigation Pipe Repair
- Pool Code Changed
- Bldg. C Laundry Re-Pipe
- Bldg. C Hallway Light Project (*all buildings are now completed*)
- A305 Lanai Gutter Repair
- Bldg. C Gutter Clean Out
- Asphalt Sealant Application at Office Pkg Lot/Repaint
- Fiber Cable Installation from Bldg. C to Office & WWTP
- A101 Downcomer Leak Repair
- A101 Re-Pipe Project
- A204 Lanai Ceiling Trim Repair
- Water Main Leak between C110 Lanai & Garden Bed Repair
- Building C Pipe Maintenance

Upcoming Projects:

- Bldg. A. Heater Replacement Installation – Project was started and stopped due to existing non-holding valves. Scheduled for completion in October.
- Bldg. A Walkway/Hallway Carpet Project
- Bldg. C Walkway/Hallway Carpet Project
- Additional Kayak Storage Under Cabana Project
- Water Meter Installation at Bldgs. A/B/C & WWTP & Irrigation

In Progress Projects:

- Coconut Tree Bands

Plumbing

On a recent repair to a downcomer waistline on a first-floor unit, the two units above were unoccupied, however, flooding may have occurred weren't the maintenance crew with the assistance of Rocky Taylor (C106) vigilant with the task at hand. Apparently, waterflow from a worn-out toilet fill valve in one unit and the shower head and shower valve in the other unit kept draining into the pipes. Had we removed the portion of the pipe, the amount of water continuing to flow down the pipe from the leaking toilet and shower valves would have caused flooding. Please see the following recommendations:

- Have your on-island reps/cleaners/agents check for leaks on a regular basis.
- Check the toilet tank for leaks, check the flapper, fill valve, handle and water shut off to see that it's operating correctly, make sure your bowl-to-floor seal or "wax ring" is keeping water from leaking out under the toilet, and your toilet water supply valve is in good condition and exercised regularly. Repair leaks promptly.
- If you do not have shut-off valves, please consider having them installed. This will allow for the water to be shut off when you/your guests are not in-house and prevent water leaks from occurring, especially if you have a leaky toilet or shower valve.
- Periodically check your showerheads & shower on/off valves, vanity sink valves, and kitchen sink valves and pipes under kitchen sinks for leaks and repair promptly.

- If you are remodeling or considering changing out your toilet, please install a 1.5 GPF (gallons per flush) toilet. If you are remodeling your kitchen/vanity sinks, be sure to use ABS piping and braided steel water supply lines.
- Install several water leak detectors and place accordingly.

These actions will not only help you to be a good neighbor, but will also be beneficial for maintaining your property, which can help to maintain your insurance premium rates and ultimately save on water usage.

Garbage Bins & Recycles

Our garbage vendor contract was renewed and included a considerable increase in fees that does not include the following extra charges:

1. "Over the Base" – This is when the garbage bin is overflowing, and the lid cannot close and/or rubbish is left on the outside bottom of the container.
This charge can be avoided by:
 - a) Taking your garbage to another bin on property when the bin is FULL.
 - b) Completely disassembling and flattening all cardboard boxes before discarding in bin.
2. "No Metal, Tires and Oils of Any Type Allowed in Bins" – If any of these items are seen during dump, there are fees for separating/sifting through garbage and additional pressure wash and repaint fees also.
This charge can be avoided by:
 - a) Taking these items to the recycle/metals recycle center located at the County landfill in Naiwa. They also take electronics, batteries, wine bottles/jars, tin cans, large water and laundry bottles, cardboard, etc.
3. "Non-Accessible Bin" – If the bin is not accessible, they will not dump the bin, and Wavecrest will still be required to pay the pick-up fee.
This charge can be avoided by:
 - a) Not leaving your giveaways/recyclable/metal/large items near the bins to allow for required 6 feet clearance.
 - b) No persons/parking blocking access with 6 feet of bin.

RECYCLES - Unfortunately, Wavecrest does not have a recycling facility. **ONLY PLACE "HI-5" MARKED ITEMS ONLY IN THE RECYCLE BASKETS.** HI-5 items include most soda/juice/beer cans and soda/juice/beer bottles. Do not place anything that does not have the HI-5 mark on it in the baskets, including large water gallon/gallon jugs, wine/liquor bottles, medicine bottles, plastic containers, laundry detergent bottles, tinfoil, paper towels, toilet paper rolls, etc.

WWTTP

Sensitive PLUMBING SYSTEM

PLEASE BE GENTLE

** pretty please **

DISCARD NON-FLUSHABLE ITEMS INTO THE TRASH

Thank You

DO NOT FLUSH:
tissues
PAPER TOWELS
WIPES
SANITARY PRODUCTS
napkins

NOT EVEN IF IT SAYS "FLUSHABLE!"

No Bleach or Chemicals Down the Drains!

Mahalo to our Wastewater Operator, C. Ted Johns who will soon be leaving to pursue a more challenging opportunity in early October.

He will continue to be our Direct Responsible Charge (DRC) and assist our new operator trainee, Kaiula Kalawe who's already been on-the-job training and filling in for Ted in his absence.

Ted will be working for the Hawaii Rural Water Association as a wastewater consultant and will be able to assist our operator trainee by providing technical/educational training and support in his new role with HRWA.

We wish him well in his new endeavors!

Mahalo nui loa Ted!

Should you have any questions/concerns, please feel free to contact me at the office. For after-hour emergencies, I can be reached at (808)336-1048 or (808)658-9670. Mahalo, Zaida Place