

The Kainalu

Managers Report

FEBRUARY – JUNE 2018

CURRENT ISSUES

1 SECURITY/ALARM

02/14 – 10:40pm, smoke alarm went off in unit 8D, checked unit, it was a false alarm, changed battery and informed owner

02/28 – 12:40pm, an owner called police, several people were drinking on the beach, police told them to leave, and they did

03/07 – 2:30pm, water alarm went off in unit 8G, checked and found leaking pipe underneath kitchen sink, rental manager was informed

03/15 – 03:45pm, smoke alarm went off in unit 2F, checked unit, it was a false alarm, changed battery and informed owner

03/23 – 4:10pm, water alarm went off in unit 2F, checked and the issue was a wet spot from a melted ice cube

03/27 – 02:50pm, smoke alarm went off in unit 2D, checked unit, it was a false alarm, changed battery and informed owner

04/04 – water alarm went off in unit 6F, owner called plumber

04/05 – 02:30pm, seawall crew witnessed a guy trying to break into a car parked close to our building, I called police and he was arrested

05/17 – 05:30pm, homeless man used hose and did his laundry, I called police and they took him off the property

05/18 – 05:00pm, an owner called police, a bunch of kids drinking and smoking on the beach, they were told to leave, and they did

2 LANDSCAPING & GROUNDS

Bushes trimmed, fertilized, weeds pulled, etc. Daily sweeps, lobby and common areas cleaned, etc. maintaining appearance and value of the property

Scheduled meeting with 3 landscaping companies regarding clean-up and beautification of beach walkway next to office and shower area

3 PEST CONTROL

Regular monthly pest control by Orkin. G&H units in February, A/B/C units in March, D/E/F units in April, G&H units in May and A/B/C units in June.

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4 RESIDENT MANAGER'S OFFICE

- February – June 2018

Posted Notice & Agenda and RM report on website.

Contractor closed up bathroom walls in unit 7F & 8F after a main stack pipe break.

Posted signed board meeting minutes from last meeting on website.

Posted signed minutes from the last board meeting on website.

Proposal from EverTrust for critical plumbing inspection was signed by the board president.

Proposal from Steelco for beach gate and railings and proposal from 808 Gates for sliding gate next to office were signed by the board president.

Emailed info to all shareholders regarding the annual meeting on 3/23/2018.

Emailed letter to all shareholders regarding the critical plumbing inspection

Coordinated meeting with Steelco, 808 Gates, EverTrust, Ohana Control Systems, McLaren Masonry and Joe Donahue regarding gate/railing installation, wall demo, Keri Security System install, etc.

Joe Donahue & Max Solmssen signed Assignment of Shares of Stocks and Occupancy Agreement in presence of a notary public on 05/13/2018 for unit 5D.

Received proposals for new Keri Access Control System upgrade (Fob reader stations next to office and beach gate)

First Alarm System \$ 2,790.00 – only partial electrical work included and company is not able to do the job within our timeframe

Ohana Control Systems \$ 4,328.00 – all electrical work included

Electronic Resources \$ 8,995.00 – all electrical work included

Board members voted unanimously for Ohana Control Systems and proposal was signed by board president on 04/04/2018.

Emailed the Seawall Project Report to all shareholders.

Annual Shareholder's meeting was on 03/23/2018 at the Elk's Club.

Max Solmssen & Joe Donahue did interview on 04/04/2018 with new owner, Julieann Getman, unit 5D

Scheduled annual sewer line clean-out and helped with moving cars.

Joe Donahue & Mark Phillipson signed Assignment of shares of Stock and Occupancy Agreement in presence of a notary public on 04/11/2018 for unit 6C. It was transferred into a trust.

Critical plumbing inspection was finished on 04/16/2018. EverTrust will send inspection reports to owners and me.

After plumbing inspection was done I checked water alarms in all units which are not occupied permanently, some did not even have batteries and some batteries needed to be replaced.

Anti-graffiti coatings for seawall

I received samples from 2 different anti-graffiti coatings and tried different graffiti removers (the ones the manufacturer suggested and other ones) but none of them removed graffiti all the way and it was still visible. The positive aspect is that both sealers have UV protection and therefore the color of the seawall will stay in place over time. I will receive a 3rd sample and will test it.

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Don Persons and owners signed proposal for wall/ceiling close-ups in unit 4C & 5BC after water damage. House architect Linn Henniger and board approved shower stall remodel in unit 7H.

Max Solmssen & Joe Donahue did interview on 05/11/2018 with new tenant Ed Davidson, unit 7D.

Mark Phillipson & Max Solmssen did phone interview on 05/17/2018 with new tenants Robert & Sylvia Lovelace, unit 4C.

Received check from Old Republic title & Escrow Hawaii for fees, unit 5D, dropped it off at Hawaiiana Management.

Attended Hawaiiana seminar "Essentials of Building Management" at the Hale Koa on 03/23/2018.

Mark Phillipson & Barry Whitfield did phone interview on 06/01/2018 with new owner, Jennifer O'Hare, unit 2G.

Mark Phillipson & Barry Whitfield signed Assignment of Shares of Stocks and Occupancy Agreement in presence of a notary public for unit 2G. This was done on 06/08/2018.

Mark Phillipson & Barry Whitfield signed Assignment of Shares of Stocks and Occupancy Agreement and Consent to Mortgage in presence of a notary public on 06/14/2018 for unit 5H.

Mark Phillipson & Barry Whitfield did phone interview on 06/15/2018 with new renter Tom Visel, unit 5E.

5 BUILDING

PAINTING: Touch-ups are constantly done to the entire building

ROOFTOP: Okay

FENCING: Okay

LIGHTING: Replaced ceiling light fixture next to elevator on 7th floor and some light bulbs throughout the property

ELEVATORS: Constant cleaning of elevator doors inside/outside and vacuum cleaning tracks and lubricating them. Rust removal and polishing horizontal top elevator frames on all floors

ARCHITECT: Linn Henniger picked up remodeling/repairing plans and documents on 05/29/2018 for unit 4E & 6C. Shower stall remodel unit 7H, Linn Henniger approved water proofing, etc.

WALKWAYS: Checked daily and swept/vacuum cleaned, spot cleaning ongoing, water removal on walkways and drainages if needed

SPALLING: In the process of getting proposals for some spall repairs

SEAWALL: Proposals from Alakai for exhaust fans & Automated Lifestyles Hawaii for electrical work in basement were approved by the board and signed, final site inspection with DLNR was on 06/14/2018

6 REMODELS and UNIT ACTIVITY

Unit 4E – Request to Remodel documents are with the architect for approval/partial remodel – new flooring, bathrooms, kitchen & window replacement

Unit 6C – Request to Remodel documents are with the architect for approval/partial remodel – asbestos removal & window replacement

Unit 6G – Request to Remodel documents are with the architect for approval/total remodel

7 RESIDENTS / UNITS

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Unit 4C – New tenants Robert & Sylvia Lovelace, they will be moving in on 11/1/2018, 1 year lease

Unit 5E – Tenants moved out on 02/14/2018 and new tenant Tom Visel moved in on -06/18/2017,
1 year lease

Unit 7D – Tenants moved out on 02/15/2018 and new tenant Ed Davidson moved in on 05/14/2018,
1 year lease

Unit 2G – SOLD for \$ 490.000, new owner Jennifer O'Hare

Unit 5D – SOLD for \$ 1,130.000, new owner Julieann Getman

Unit 5H – SOLD for \$ 705.000, new owner Shojiro Miki

Unit 4H – FOR SALE for \$ 750.000

Unit 6B – FOR SALE for \$ 1,650.000

Unit 8B/C – FOR SALE for \$ 5,295.000

8 MAJOR INCIDENT

Received phone call that water is dripping from bathroom ceiling unit 4C, called plumber, plumber did thorough research and detected that behind the wall between the 5th and 6th floor, tiles in guest bathroom in unit 5BC needed to be cut and parts of the ceiling, also ceiling in unit 4C needed to be opened up. An incident report with pictures was sent to Hawaiiana Management and insurance company, also owners and rental manager were informed. Plumber replaced broken main stack pipe and contractor Construction repaired the damage in both units (ceiling repair in 4C, re-tiling parts of shower and ceiling repair in 5B/C). Insurance claim was filed.

9 PARKING – NO GUEST AND VENDOR PARKING!

Okay

RESIDENT MANAGER'S PRIORITY LIST

February - June 2018

Priority	Item	Responsible Party	Completed
A	Water shut off D&E-stack units, work was done in unit 7E	Owner/plumber	02/07/2018
A	Biannual A/C meter reading	Lisy	02/07/2018
A	Water shut off C-stack units, replaced broken main stack pipe inside wall between 5 th & 6 th floor	EverTrust	02/09/2018
A	Quarterly maintenance/service for upper and lower parking garage gates, they also repaired broken door closed by EXIT door down to basement	Oshiro	02/09/2018
A	Not working intercom lock for mailman was replaced	Salz, Lock & Safe	02/12/2018

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A	EMERGENCY water shut off for F-stack units, 6F had a leaking pipe, plumber came and replaced it	Owner/DH Plumbing	02/13/2018
A	Leaking shower valve and wax ring by toilet replaced, unit 5B/C	EverTrust	02/14/2018
A	Quarterly maintenance for roof top fans & water heaters, all okay	Doonwood	02/20/2018
A	Entry door didn't close, cam disc assembly inside handle was totally corroded/rusty and was replaced	Salz, Lock & Safe	02/20/2018
A	Plumber replaced corroded/damaged flange in unit 8F	EverTrust	02/20/2018
A	Water was leaking from roof into unit 8B/C, problem areas were sealed	Rainbow Roof	02/21/2018
A	Biannual maintenance for A/C on rooftop and office A/C	A/C Hawaii	02/23/2018
A	Elevator car 1 was parked on lobby floor with open door, did not move, door control box was adjusted	Otis	03/08/2018
A	Quarterly elevator maintenance	Otis	03/08/2018
A	Annual trash chute and trash room cleaning	GOC Technologies	03/08/2018
A	Damaged smoke alarm in basement was replaced	SRG Fire Service	03/15/2018
A	Magnet lock by beach gate broke and was fixed	Oshiro	03/23/2018
A	Elevator car 1, doors were closing half way and open up again, door detector needed to be readjusted	Otis	04/02/2018
A	Bi-annual roof maintenance	Rainbow Roof	04/02/2018
A	Sliding door installation unit 3G	KKTF Hawaii	04/03/2018
A	Elevator car 2 was stuck on 2 nd floor, rollers and door spirator were adjusted	Otis	04/03/2018
A	Annual sewer line clean out	Allgoods	04/12/2018
A	Critical plumbing inspection	EverTrust	04/16/2018
A	Annual elevator inspection was done, sump pump grating needs to be replaced – responsible party is Kainalu	State of Hawaii	04/16/2018
A	Replaced leaking disposal unit 2G	Owner/EverTrust	04/23/2018
A	Elevator car 2 door opened only half way on lobby floor, door vane was lubricated and adjusted	Otis	04/23/2018
A	Water shut off F-stack units, valves were replaced in unit 6F	Owner/DH Plumbing	04/24/2018
A	Faulty A/C meter and 2 smoke alarms were replaced, unit 3A	O&E Matias	04/24/2018
A	Clogged drain master bathroom shower & sink, unit 7C was snaked	EverTrust	04/26/2018
A	Quarterly maintenance by roof top fans & water heaters, replaced belt by roof top fan #2	Doonwood	05/01/2018
A	Bi-annual window cleaning C/D/H stack units	Hon Window Cleaning	05/04/2018
A	Dismantled beach shower, needed to be done before beach gate and railing installation	EverTrust	05/07/2018
A	Wall repairs by walkways on 3 rd , 4 th , 7 th & 8 th floor	Komori Painting	05/08/2018
A	Installation of railing next to office	Steelco	05/09/2018

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A	Automated gate installation next to office	808 Gates	05/10/2018
A	Installed new fob reader stations next to the office and to new beach gate	Ohana Control Systems	05/14/2018
A	Beach gate camera needed to be adjusted, was very dark	Security One	05/14/2018
A	Installation of conduits, outlet etc. for automated beach gate next to office	Automated Lifestyles Hawaii	05/16/2018
A	Walkway lights were out on all floors, electrician had to relocate the power on the 5 th floor location	O&E Matias	05/17/2018
A	Quarterly maintenance for computer	Easy Computer	05/29/2018
A	Demolition of brick wall by shower area/beach	McLaren Masonry	05/30/2018
A	Replaced broken sandbags in basement	Joe Correa	05/31/2018
A	Elevator car 2, made loud noise between 4&6 th floor, technician adjusted hoistway pick-up rollers on these floors	Otis	06/04/2018
A	Ceiling and walls in bathrooms were repaired in unit 4C & 5B/C after water damage	3-Fold Craftsman	06/05/2018
A	Quarterly elevator maintenance & repairs that were mentioned on the inspection report/State of Hawaii	Otis	06/05/2018
A	Peeping sound was heard from fire alarm panel in basement, technician was called, problem is the power supply board, they will try to get one, not easy because it is so old, if they cannot find a used one we need to replace the entire fire alarm system and bring it up to code	SRG Fire Service	06/12/2018
A	Sump pump grating was installed – was an issue on the elevator inspection report/State of Hawaii	Walter Gau	06/15/2018
A	Installation of beach gate and railings	Steelco	In progress
A	Ongoing building rust removal – all areas	Lisy	In progress
B	Supervise Cleaning person	Lisy	In progress
B	Monthly washing A/C filters inside elevator room	Lisy	In progress
B	2x monthly lubricating upper gate	Lisy	In progress
C	Daily walkthrough of building and checking beach area	Lisy	In progress