

**KAHANA FALLS
ASSOCIATION OF APARTMENT OWNERS
AND
INTERVAL OWNERS ASSOCIATION
REFURBISHMENT COMMITTEE
LAGUNA BEACH HOUSE**

MONDAY, SEPTEMBER 25, 2017; 1:00 P.M. (PDT)

MINUTES

I. CALL MEETING TO ORDER / ROLL CALL INTRODUCTIONS

Chairperson Martin Hewitt called the meeting to order at 1:05 p.m. (PDT) at the Laguna Beach House Hotel in Laguna Beach, CA. The following persons were in attendance:

Committee Members Present

Martin Hewitt	Chairperson
Milton Jantzen	Member
Kevin Ramage	Member (<i>via telephone</i>)

Guests Present

Jesse Arman
Karen Cornwell
Katherine Ivey

Management Present

Tom O'Brien	Senior Vice President of Resort Operations
Suzie Moore	Resort General Manager

Guests

Rob Kelich	Palomar Construction
Scott Craigmiles	Palomar Construction

II. APPROVAL OF AGENDA

A motion to approve the agenda as amended was made by Milton Jantzen and seconded by Kevin Ramage. The motion passed.

III. APPROVAL OF MINUTES

A motion to approve the minutes of the March 22, 2017 meeting was made by Milton Jantzen and seconded by Kevin Ramage. The minutes were approved as submitted.

IV. CONTINUING BUSINESS

Bathroom Remodel

Martin Hewitt presented a detailed summary of proposals he had received from Elements and Palomar Construction. He noted that Elements quoted a four-year cycle while the Palomar proposal was presented with a six-year cycle per the Scope of Work (SOW).

After discussion, it was agreed that the committee would recommend to the Board that both Elements and Palomar be asked to provide proposals based on a revised SOW.

The new Scope of Work to include:

- a. A revised schedule to complete all work within a four-year cycle.
- b. Each contractor to submit a bid to build out three model units.
- c. Models to be done before June 1st if possible.

ADA Compliance

The committee will recommend that the reserve study be updated to reflect a 50% increase to the costs for a standard bath remodel for six ADA units. The costs for the ADA bathroom unit remodel will be done in the fourth year of the project, unless local jurisdiction dictates otherwise.

Palomar Construction

Scott Craigmiles and Rob Kelich presented their proposal in detail, supported by a brief history of their company and similar projects. They had a color board depicting a standard bathroom featuring the new finishes and material throughout. They handed out samples of flooring, counter tops and material from a proposed tub enclosure. After a short Q&A session, Palomar was excused from the meeting.

Gym Renovation Proposals

The committee will recommend the purchase and installation of the gym equipment in an amount not to exceed \$25,320. Jesse Arman will make the final recommendation on one piece of multi-exercise equipment.

V. OTHER BUSINESS

None to discuss

VI. ADJOURNMENT

A motion to adjourn the meeting was made by Kevin Ramage, seconded by Milt Jantzen, and approved.

The meeting adjourned at 3:40 p.m. (PDT).

Submitted by:
Trading Places International
Its: Managing Agent

Approved by:
Kahana Falls Management Committee

By: _____
Tom O'Brien
Sr. VP of Resort Operations

By: _____
Martin Hewitt
Chairperson