

**STRATA PLAN LMS 879 – RIVERPOINTE**

**STRATA COUNCIL MEETING HELD OCTOBER 27, 2015  
AT 7:00 PM IN THE LOUNGE, CAPILANO BUILDING  
15150 – 108 AVENUE, SURREY BC**

**A. CALL TO ORDER**

The meeting was called to order by the Council President, John Samus, at 7:00 PM. The following were in attendance: Karen Goodman, Travis Kraft, Elaine May, Janice McDonald, Bill McKinnon, John Samus, Gary Gallant and Peter Vardon

Regrets: Debbie VanderWey, Linda Heffernan and Carl Sloback, Strata Agent

Also Attended the Meeting: Two owners were in attendance to observe the meeting.  
Gary Poirier, Licensed Inspector

**B. ADOPTION OF THE PREVIOUS STRATA COUNCIL MEETING MINUTES**

Review of the minutes of the Strata Council meeting held September 29, 2015 was tabled to the next meeting.

**C. BUSINESS ARISING FROM THE MINUTES**

1. Windows – Gary Poirier, Licensed Inspector discussed the options for the flashing and taking off trim boards.
2. Cleaning Carpets – A new owner to submit quote for cleaning carpets. The owner was directed to obtain details needed for the quote from the Strata Agent.
3. Mini Blinds – Council is looking at quotes for replacing mini blinds.
4. Owners Concerns – Any concerns from owners must be submitted in writing in order for Council to deal with them.
5. Parking – Towing will be commencing immediately for vehicles parking in handicap parking stalls with no valid handicap pass displayed and residents parking in visitor parking stalls.
6. Garbage – Garbage is being dumped in the back of the MacKenzie Building.
7. Replacing Carpet – Quotes will be obtained for replacing the carpet in front of the elevators with tile.
8. Soffit – The soffit on the Seymour building is missing. The Strata Agent will be directed to contact Arbutus Roofing & Drains to find out when the repair is scheduled.
9. Security – The Strata Agent will be directed to contact the security company to obtain their schedule.

**D. STRATA AGENTS REPORT**

1. Financial Report
  - a. Financial Statements

The financial statements and invoices to October 31, 2015 were tabled to the next meeting as the Council Treasurer did not get the financial statements until the meeting.
  - b. Accounts Receivable – Tabled to the next meeting.

**E. CORRESPONDENCE**

1. Correspondence Received – Several emails have been received regarding issues around the complex regarding maintenance, cleaning and landscaping. These items are being dealt with as requested by the owners.

F. **NEW BUSINESS** – Nothing to report at this time.

G. **DATE OF NEXT MEETING**

The next Strata Council Meeting is scheduled to take place Tuesday, November 24, 2015, at 7:00 PM in the lounge, Capilano Building, 15150 108 Avenue, Surrey.

H. **ADJOURNMENT**

There being no further business, **IT WAS MOVED AND SECONDED** to adjourn the meeting at 8:30 PM. **MOTION CARRIED.**

Compiled by: *Elaine May*

Strata Agent: *Carl Sloback, Strata Agent*

*Hugh & McKinnon Realty Ltd., Strata Agents*

*/gr 14007 – 16<sup>th</sup> Avenue, Surrey, BC V4A 1P9*

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**EMERGENCIES**

In case of fire or criminal activity, please call 911. In case of flood, elevator failure or other emergencies call Hugh & McKinnon Realty Ltd., Strata Agents at 604 531 1909 (24 hours)

**CORRESPONDENCE TO COUNCIL**

All correspondence by email sent to The Strata Agent or to Council should be sent to [strata@hughmckinnon.com](mailto:strata@hughmckinnon.com).

Please be sure your full name, strata plan, unit number, street address and subject are included in the subject line.

**PARKING STALLS**

The Strata Corporation occasionally has parking stalls for rent. The cost for each stall is \$35.00 per month. Any owners interested in renting one may contact the Strata Agent's office for an application.

**MINUTES**

All minutes can be picked up in the mailbox area.

**COPIES**

It is recommended that you keep your original copies.

Owners requiring copies of minutes, bylaws, rules, financial statements, etc. (i.e. when selling their units) will be required to pay as follows:

1. Minutes (14 days notice required) @ 25 cents + taxes per page.
2. Bylaws & Financial Statements (7 days notice required) @ 25 cents + taxes per page.
3. Form B: (with 7 days notice \$35.00 + taxes) – (PRIORITY FEES FOR RUSH ORDERS) Plus 25 cents + taxes per page for copies of documents requested.
4. Form F: (with 7 days notice \$15.00 + taxes) – (PRIORITY FEES FOR RUSH ORDERS)

Documents can be ordered on line at [estratahub.com](http://estratahub.com).

There is also a link on the Hugh & McKinnon Web Site: [www.hughmckinnon.com](http://www.hughmckinnon.com).

**Income Statement  
Riverpointe - LMS879  
September 2015  
9 months ending**

Page 1  
10/19/2015  
12:07 PM  
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	<u>Month to Date</u>	<u>%</u>	<u>Year to Date</u>	<u>%</u>
<b>INCOME</b>				
Maintenance Fees	69,816.51	0	628,348.59	0
Interest Income	33.28	0	357.30	0
Other Income	490.00	0	1,810.00	0
Caretaker Suite Income	1,050.00	0	9,450.00	0
Interest @ 10% per annum	111.87	0	2,174.26	0
Fines & Penalties Income	0.00	0	200.00	0
Move in fee	800.00	0	3,700.00	0
Parking Income	420.00	0	3,570.00	0
Clubhouse Rental	375.00	0	1,625.00	0
Transfer from Surplus	4,308.33	0	38,775.01	0
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<b>TOTAL INCOME</b>	<b>77,404.99</b>	<b>0</b>	<b>690,010.16</b>	<b>0</b>
<b>EXPENSES</b>				
Building Maintenance	5,565.59	0	43,385.07	0
Equipment Maintenance	530.25	0	3,113.18	0
Janitorial/Supplies	0.00	0	640.17	0
Fire & Safety Equipment	902.82	0	18,686.14	0
Pest Control	84.00	0	1,412.25	0
Window Maintenance	0.00	0	806.77	0
Landscaping Contract	5,175.45	0	46,273.50	0
Landscape Improvements	1,165.11	0	12,552.36	0
Snow Removal	0.00	0	913.50	0
Gate Maintenance	944.02	0	2,656.85	0
Management Fees	4,881.50	0	43,933.50	0
Security	1,260.00	0	11,654.48	0
Insurance	9,253.66	0	87,873.88	0
Electricity	605.69	0	35,951.07	0
Gas	325.59	0	74,320.18	0
Garbage Removal	2,821.06	0	24,044.69	0
Enterphone	393.10	0	2,340.90	0
Elevator	1,188.16	0	11,569.44	0
Office/Council Expenses	-3.68	0	2,928.48	0
Bank Charges	52.50	0	472.50	0
Clubhouse-Rep/Maint	392.88	0	3,012.48	0
Telephone/Pager	350.78	0	1,501.18	0
Legal	0.00	0	425.47	0
Caretaker Salaries	3,081.00	0	27,861.84	0
Relief Caretaker	3,126.65	0	33,341.53	0
Caretaker Benefits	288.05	0	2,654.25	0
Caretaker Suite Fees/Expenses	277.62	0	2,708.58	0
Caretaker Suite Property Taxes	0.00	0	806.00	0
Contingency Reserve	11,583.33	0	104,250.01	0
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<b>TOTAL EXPENSES</b>	<b>54,245.13</b>	<b>0</b>	<b>602,090.25</b>	<b>0</b>
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<b>NET INCOME</b>	<b>23,159.86</b>	<b>0</b>	<b>87,919.91</b>	<b>0</b>

**Balance Sheet  
Riverpointe - LMS879  
September 2015**

Page 1  
10/19/2015  
12:06 PM  
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Prepared For:  
Strata Plan LMS879

Prepared By:  
HUGH & MCKINNON REALTY LTD.  
Telephone: 604 531-1909  
14007 - 16 AVENUE  
SURREY, BC V4A 1P9

**ASSETS**

Bank-Operating	7,664.92
Bank-Contingency Reserve	194,903.89
Petty Cash	200.00
Accounts Receivable-Owners	18,235.10
Accounts Receivable-Insurance Claim	3,885.00
Caretaker Suite	120,198.72

**TOTAL ASSETS**

345,087.63

**LIABILITIES**

Accounts Payable	11,260.00
Receiver General Payable	796.07
WCB Payable	679.40
Security Deposit-CT suite	525.00
Accrued Payable-Roof Levy	<u>-126,641.49</u>
<b>TOTAL LIABILITIES</b>	<b>-113,381.02</b>

**OWNERS EQUITY**

**RESERVES:**

CRF-Previous Years	189,371.32
CRF-Current Year Contributions	104,250.01
CRF-Interest Current Year	1,282.56
Withdrawal from Contingency	<u>-100,000.00</u>
Total CRF Funds	194,903.89

**TOTAL RESERVES**

194,903.89

Owners Equity Caretaker Suite	120,198.72
Profit/Loss Year-To-Date	87,919.91
Profit/Loss Prior Years	55,446.13

**TOTAL LIABILITIES & EQUITY**

345,087.63