

STRATA PLAN LMS 879 – RIVERPOINTE

**STRATA COUNCIL MEETING HELD MAY 31, 2016
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, Janice McDonald, at 7:00 PM. The following were in attendance: Gary Gallant, Janice McDonald, Bill McKinnon, Pete Nichols, Maria Reid, John Samus, Nick VanderWey, Peter Vardon and Carl Sloback, Strata Agent

Regrets: Karen Goodman

B. PRESENTATION

Two guest owners were in attendance to speak to janitorial and carpet cleaning issues. After the presentation, the owners left the meeting. The issues brought forward were discussed by Council

C. ADOPTION OF THE PREVIOUS STRATA COUNCIL MEETING MINUTES

1. **IT WAS MOVED AND SECONDED** by Council to adopt the minutes of the Strata Council meeting held April 26, 2016 with the following correction: Under G. 9. Owners are reminded about the speed of vehicles in the driveway areas of the complex. The **speed limit is 10 KPH**. This is for safety reasons. Please obey the speed limit. **MOTION CARRIED.**

D. BUSINESS ARISING FROM THE MINUTES

1. Carpet Cleaning – Carpet cleaning will be carried out. The schedule for carpet cleaning has been posted.
2. Janitorial – Other janitorial issues were reviewed by Council and will be forwarded to the caretakers to remedy.
3. Speed Limit – The speed limit in the complex is 10 KM/HOUR.

SPEED LIMIT

Bylaw 38.3 A maximum speed of 10 km/hour shall apply within the common property.

4. Garbage - Council noted that someone is dumping garbage in the MacKenzie Building, as well as causing general disturbance, this is being tracked. When the resident is identified, they will be contacted immediately.
5. Window Trim Repair, Lounge – Flashings are being made up at this time and repair will be started within the next week.

E. STRATA AGENTS REPORT

1. Financial Report
 - a. Financial Statements

The financial statements and invoices to April 30, 2016 were reviewed by Council Treasurer, Bill McKinnon, and Council Members present. After review and discussion, **IT WAS MOVED AND SECONDED** by Council, to adopt the financial statements as prepared by Hugh & McKinnon Realty Ltd., Strata Agents. **MOTION CARRIED.**
 - b. Accounts Receivable – The Strata Agent reviewed the accounts receivable with Council Members present. The accounts receivable arrears have been reduced significantly over the past 60 days. Collection of arrears, however, continues where necessary.

F. CORRESPONDENCE

1. Correspondence Received – Correspondences were received from owners regarding maintenance repairs to gutters, parking permission, and owners and residents parking in visitors parking. The Strata Agent was given direction for responses.
2. Correspondence Sent – All correspondence sent was reviewed by Council. No further action is required.

G. NEW BUSINESS

1. Council is considering the installation of pathways from the side doors of various buildings to the garbage room. The grass areas are being worn out. Quotes will be called for.
2. Twenty-five more tree watering bags have been delivered and will be installed.
3. Part time cleaner is required for Sundays and holiday relief. The Strata Agent will seek interest in this part time job.
4. Painting of some of the doors in the complex will be carried out.
5. Fraser Strata Care has been contacted to make sure that the all hedges and shrubs are trimmed around the signage in the complex. This has been acknowledged and will be carried out when the crew is on site.
6. **Residents are reminded of the Pet Bylaw. Several residents are allowing their dogs to roam loose in the complex, and not picking up after their pets. We ask all residents to comply with the bylaws. Individual letters will be sent to those residents not in compliance.**
7. Council is looking into establishing a bike gate at the entrance from 108 Avenue and to the lounge gym walkway.
8. A site walk-thru will be taken by Council, looking for issues that may need to be addressed, and also bylaw infractions.
9. Various other minor maintenance issues have been brought forward and will be forwarded to the caretakers for repair.
10. **Owners and residents are reminded that the roadways and the parkade driveway entrances are not playgrounds. This is a very serious issue and children should never be allowed to play in these areas. The roadways are for vehicle traffic and emergency vehicles only. We ask everyone for their cooperation so that no one accidentally gets injured.**

H. DATE OF NEXT MEETING

The next Strata Council Meeting is scheduled to take place Tuesday, June 28, 2016, at 7:00 PM in the lounge, Capilano Building, 15150 108 Avenue, Surrey.

I. ADJOURNMENT

There being no further business, **IT WAS MOVED AND SECONDED** by Council, to adjourn the meeting at 8:55 PM. **MOTION CARRIED.**

Compiled by:

Strata Agent: Carl Sloback, Strata Agent
Hugh & McKinnon Realty Ltd., Strata Agents
14007 – 16th 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.

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.

There is also a link on the Hugh & McKinnon Web Site: www.hughmckinnon.com.

Income Statement (Accrual)
RIVERPOINTE - (lms879)
April 2016
4 months ended

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Prepared For:
Strata Plan LMS879

Prepared By:
HUGH & MCKINNON REALTY LTD.
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SURREY, BC V4A 1P9

	Month to Date	%	Year to Date	%
INCOME				
Maintenance Fees	73,307.38	0	293,229.52	0
Interest Income	25.75	0	95.31	0
Other Income	100.00	0	733.76	0
Caretaker Suite Income	1,050.00	0	4,200.00	0
Interest @ 10% per annum	0.00	0	380.44	0
Move in fee	200.00	0	900.00	0
Parking Income	420.00	0	1,680.00	0
Clubhouse Rental	0.00	0	700.00	0
Transfer from Surplus	2,666.66	0	10,666.67	0
TOTAL INCOME	77,769.79	0	312,585.70	0
EXPENSES				
Building Maintenance	4,572.27	0	-11,836.70	0
Equipment Maintenance	0.00	0	-5,000.00	0
Janitorial/Supplies	0.00	0	266.38	0
Fire & Safety Equipment	1,068.85	0	-2,656.68	0
Pest Control	84.00	0	336.00	0
Landscaping Contract	5,175.45	0	20,701.80	0
Landscape Improvements	0.00	0	-222.05	0
Snow Removal	0.00	0	540.75	0
Gate Maintenance	0.00	0	151.20	0
Management Fees	5,000.00	0	20,000.00	0
Security	1,262.00	0	5,082.00	0
Insurance	9,253.66	0	37,014.64	0
Electricity	2,500.00	0	16,939.89	0
Gas	13,312.63	0	41,826.66	0
Garbage Removal	3,136.91	0	12,731.39	0
Enterphone	193.60	0	973.90	0
Elevator	1,252.67	0	6,088.11	0
Office/Council Expenses	899.81	0	1,720.76	0
Bank Charges	52.50	0	210.00	0
Clubhouse-Rep/Maint	438.27	0	-8,679.63	0
Telephone/Pager	67.20	0	458.97	0
Caretaker Salaries	3,168.50	0	12,632.92	0
Relief Caretaker	4,891.75	0	17,059.75	0
Caretaker Benefits	499.32	0	1,481.55	0
Caretaker Suite Fees/Expenses	291.50	0	1,166.00	0
Caretaker Suite Property Taxes	0.00	0	528.00	0
Contingency Reserve	12,500.00	0	50,000.00	0
TOTAL EXPENSES	69,620.89	0	219,515.61	0
NET INCOME	8,148.90	0	93,070.09	0

Balance Sheet
Riverpointe - LMS879
April 2016

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Prepared By:
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SURREY, BC V4A 1P9

ASSETS

Bank-Operating	4,913.17
Bank-Contingency Reserve	200,634.32
Petty Cash	200.00
Accounts Receivable-Owners	21,655.51
Accounts Receivable-Insurance Claim	3,885.00
Caretaker Suite	120,198.72

TOTAL ASSETS

351,486.72

LIABILITIES

Accounts Payable	67,293.69
Receiver General Payable	1,881.86
WCB Payable	222.33
Security Deposit-CT suite	525.00
Accrued Payable-Roof Levy	<u>-234,795.35</u>
TOTAL LIABILITIES	-164,872.47

OWNERS EQUITY

RESERVES:

CRF-Previous Years	230,093.63
CRF-Current Year Contributions	50,000.00
CRF-Interest Current Year	<u>540.69</u>
Total CRF Funds	280,634.32

TOTAL RESERVES

280,634.32

Owners Equity Caretaker Suite	120,198.72
Profit/Loss Year-To-Date	93,070.09
Profit/Loss Prior Years	22,456.06

TOTAL LIABILITIES & EQUITY

351,486.72