

PACIFIC SHORES

Strata Plan VIS 2036

Minutes for Strata Council Meeting January 6th, 2017 (17.01.06)

Held on: Friday, January 6th, 2017 at 1:00pm at Parksville Community Center.

In attendance:

President	Kate Britton
Vice-President:	Dave Aylard (via Conference Call)
Treasurer	Harry Felsing
Secretary	
Director	Seann Haver
Director	Leonard Aylward
Director	Stuart Allen (via Conference Call)
Director	Debra Morgan

The Kerr Group Management Corp. – Terry Kerr & Shelley Weaver

Legend: TKG = The Kerr Group Management Corp
 (R) = Residential
 (J) = Joint
 PSRC = Pacific Shores Resort Center
 PSOE = Pacific Shores Owners Enterprise
 VI = Vacation Internationale
 Fisgard

Guests: Joanne Hallert, Rafer, Fran & Bob (418)

ITEM #	DETAILS	STATUS	PRIME
17.01.06-01	Call to Order. The meeting was called to order by Kate Britton at 1:02pm.		
17.01.06-02	Establish a Quorum (requires 4 Council members). A quorum was established with 7 members of Strata Council present. Kate Britton introduced the members of Strata Council and The Kerr Group to the guests at the meeting.		
17.01.06-03	Approve Agenda: Items of new business can be added when the meeting enters the new business section. - Fire System Testing Results - Eavestroughs MOTION: To approve the amended agenda. Moved/Seconded: Len Aylward/Seann Haver	Carried	
17.01.06-04	Approve the Minutes of the previous Strata Council Meeting: MOTION: To approve the minutes of September 12th, 2016 Strata Council meeting as distributed (16.09.12). Moved/Seconded: Len Aylward/Harry Felsing	Carried	
17.01.06-05	Financial Statement Report (RESIDENTIAL): For the period ending December 31 st , 2016. Harry Felsing detailed the Bank Account, Operating Statement, Balance Sheet, & CRF Reports for both the residential section as well as the joint section. Residential: Operating Bank Balance: \$76,383.57 Contingency Reserve Fund: \$242,000.11 Income Statement: \$8,947.26 (over budget) Accounts Receivable: \$240,458.31 MOTION: To approve the financial statement reports for the residential section for the period ending December 31st, 2016 as presented. Moved/Seconded: Harry Felsing/Len Aylward Joint: Operating Bank Balance: \$9,589.32 Contingency Reserve Fund: \$191,623.27 Income Statement: \$281.75 (over budget)	Carried	



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	Accounts Receivable: \$42,235.07 MOTION: To approve the financial statement reports for the joint section for the period ending December 31st, 2016. Moved/Seconded: Harry Felsing/Len Aylward	Carried	
17.01.06-06	Reports: Grounds Committee: (Seann Haver – Chairman & Kate Britton) – See attached report. MOTION: To approve up to \$2,000 for the purchase of arbours and benches to be installed on Corporation property. Moved/Seconded: Seann Haver/Kate Britton Building Committee: (Dave Aylard – Chairman & Debra Morgan) – There is no report at this time. Task Force: (Rafer, Stuart Allen, Dave Aylard) – The task force will be putting something together that will benefit everyone in a very sustainable way. <u>Work Orders:</u> WO#16-0466 – RotoRooter – 500 Blk Storm Drain Repair – complete, invoice received and paid (\$2,552.55)	Carried	Council
17.01.06-07 15.12.01-8.2	Old Business Sewage Lift Station – The system is effectively complete, there are a few minor items to be finished, however the systems are running and fully operational. The project is on budget even with the addition of several items and numerous complications found once started.	Closed	
15.12.01-8.4	Kayak/Bylaw Issue – Dave Aylard and Harry Felsing – Management and Council discussed the proposed bylaw change that was provided to all Council members last Council meeting. The change would provide Council the authority to approve any business before they are allowed to be run out of an individual unit. After much discussion, Council has made the decision not to move forward with changing this bylaw at this time. MOTION: To close this item. Moved/Seconded: Seann Haver/Len Aylward	Closed Carried	
15.12.01-8.9	Depreciation Report – Any resolutions that pertain to work outlined in the depreciation report will be discussed under new business. MOTION: To close this item. Moved/Seconded: Len Aylward/Debra Morgan	Closed Carried	
16.06.07-8.8	Storm Drain Maintenance – RotoRooter connected the storm catch basin near the access to the point to a French drainage system. This should elevate any backflow of water in the catch basin which is what caused the concern to the storm drains around the 500's units. The patios will have the concrete repairs completed in the Spring after Council obtains quotes.	Tabled	Council
16.09.12-8.2	Camera Scoping of Storm Catchments & Perimeter Drains to Assist with Condition Assessment – RotoRooter has provided an hourly rate but will not quote the work. This topic will be discussed further in the next fiscal year as there are not funds available to repair any issue found.	Tabled	
16.09.12-8.3	Boat Ramp Concrete Walkway Beside Ramp – Management received a ballpark quote for the removal of the walkway of approximately \$1,500.00. This does not include dumping fee's as there is no way to determine the weight and cost.	Open	TKG-SW
16.09.12-8.4	Report from Footprints – As there have been many concerns and issues with the hot tub being open 24 hours a day, Council has put forth the following motion. MOTION: To close the point hot tub every night, 7 days a week, by no later than 11:00pm. Moved/Seconded: Seann Haver/Len Aylward	Open Carried	TKG-SW
17.01.06-8 17.01.06-8.1	New Business: Asphalt and Concrete Repairs – Identifying Problem Areas – The building committee will complete a review of the community and create a list to provide to Council and Management so the City can attend and rectify the concerns when available.	Open	Council
17.01.06-8.2	Maintenance Agreement - Renewed: Nov 23, 2016 For Term: Feb 1, 2017 - Jan 31, 2018 - Approved by Council Majority Vote – The contract has been renewed.	Closed	



17.01.06-8.3	Current Issues Brought Forward by TKGm&r and Approval to Complete – The maintenance contractor has provided a list of concerns found onsite. Management and Council reviewed the list in detail as some items are already being rectified. Management will have the maintenance contractor provide a list of work that has not yet been completed for review.	Open	TKG-KC
17.01.06-8.4	Landscape Contract - Entered into new Contract with ILS: Dec 22, 2016 for Term: Jan 1, 2017 - Dec 31, 2018 – Approved by Council majority vote (6 yes, 1 abstain) – A number of companies provided quotes for consideration. Council met and reviewed the bids received and signed a 2-year contract with ILS Landscaping.	Closed	
17.01.06-8.5	Insurance Policy – Management has contacted the current provider to see if an extension is possible so the policy can be aligned with the fiscal year. The current insurance company has approved this extension with the same terms as the current policy. A water loss has occurred in the commercial center; should the damage exceed the strata corporation’s deductible amount, Council will have to make the decision, based on the cost of repairs, whether this will be a claim on the current policy.	Open	
17.01.06-8.6	Snow Removal – Council and Management talked about salting and the funds spent last fiscal year on this item.	Closed	
17.01.06-8.7	Structure of the Community – The Council President has created a document as part of a “welcome to new owners” which would be sent when new whole owners first move in. This document explains how items work in the community as well as what the sections mean and any other important information.	Closed	
17.01.06-8.8	Vandalism at the Point – Costs – All costs have been charged back to the unit owner via the property manager. Management has followed up, but has not been able to obtain payment thus far.	Open	TKG-TK
17.01.06-8.9	Approved AGM Resolutions – <ul style="list-style-type: none"> <u>Water System Upgrades</u> - Request for as built from Fyfe Well Water Systems. MOTION: To approve and move forward with the water system improvements as outlined in the quote from Fyfe Water Wells and detailed in the resolutions passed at the AGM. Moved/Seconded: Kate Britton/Len Aylward <u>Siding Painting/Repairs</u> – A painter has attended and reviewed the siding throughout the community. It is not in terrible condition, but this was merely a surface inspection. Management will have a company attend and complete core samples as a condition assessment to see which buildings require painting/repairs in order from worst to best. Management will contact Master Painters Institute to find out a cost for the initial assessment. <u>Roof Replacement</u> – The funds will be used to finish the work at the 600 block with any remaining funds going to other roofs once it is completed. Management will obtain 2 other quotes for this work. 	Open Carried	TKG-TK
17.01.06-8.10	Fire System Testing Report from Caledonia – The deficiencies report has been received with only minor items listed. The system has passed inspection and is functioning well.	Closed	
17.01.06-8.11	Eavestroughs – A few owners have complained about having to clean out clogs in the gutters. This concern will be rectified when the new gutter systems are installed; the gutters are completely cleaned twice per year.	Closed	
17.01.06-9	Correspondence & Announcements:		
17.01.06-9.1	SL#23 – Complaint Regarding Music from Restaurant – Received. Concern has been communicated to the Restaurant owner.	Closed	
17.01.06-9.2	Mrs. White incident – (resort guest) – Received. Management has contacted the guests who requested compensation. Nothing further has been presented to Council or Management at this time.	Closed	
17.01.06-9.3	Maintenance Agreement Questions – Received. Responses sent.	Open	



17.01.06-9.4	Vehicle Damage – (resort guest) – This will be through the owners ICBC and the Corporation will be responsible for the deductible.	Closed	
17.01.06-10	Next Meeting and Adjournment: The next meeting is scheduled for March 31 st at 1:00pm at the Parksville Community Center. The meeting was terminated by Kate Britton at 4:15pm.		
17.01.06-11	Attachments: Financial Statements Committee Reports		



PACIFIC SHORES RESIDENTIAL VIS2036
Balance Sheet As at Dec 31, 2016

ASSET

Assets

CCCU - Operating Acct Res	65,831.09	
CCCU Membership Shares	5.00	
Total Cash on Hand		65,836.09
Total Current Assets		65,836.09

Other Assets

Accounts Receivable - Residential	226,590.38	
CCCU - CRF Trust Account	265,003.93	
Due from PS Common	5,944.50	
Total Other Assets		497,538.81
Total Assets		497,538.81

TOTAL ASSET 563,374.90

LIABILITY

Liabilities

Levy - Capital Asset (260,000) (Note 1)	260,000.00	
Accounts Payable	25,747.96	
Due to PS Common	35,487.18	
Total Current Liabilities		321,235.14
Total Liabilities		321,235.14

TOTAL LIABILITY 321,235.14

EQUITY

Owner's Equity

Equity Opening Balance	247,428.19	
Monthly Contribution - Residence	16,666.64	
Capital Asset Repairs (Note 2)	-31,809.06	
Siding Repair/Replacement/Painting (Note 3)	0.00	
600 Block Roof Replacement (Note 4)	0.00	
Insurance Deductible - 510/511AB	-10,000.00	
CRF Interest	438.24	
Total Owner's Equity		222,724.01
Retained Earnings Prior Year		25,000.00
Current Earnings		-5,584.25
Total Equity		242,139.76

TOTAL EQUITY 242,139.76

LIABILITIES AND EQUITY 563,374.90

Note 1: Levy - Capital Asset (260,000)
 CRF Injection of funds for capital expenditures

Note 2: Capital Asset Repairs
 \$27,057.81 funds used/\$32,942.19 funds remaining (60,000 CRF)

Note 3: Siding Repair/Replacement/Painting
 \$175,000 approved funds remaining

Note 4: 600 Block Roof Replacement
 \$85,000 approved funds remaining

Pacific Shores Residential VIS 2036
 Comparative Income Statement
 Fiscal Year: Septemebr 1, 2016 to August 31, 2017

	Month To Date			Year To Date			Fiscal Year	
	Actual Dec 01, 2016 to Dec 31, 2016	Budget Dec 01, 2016 to Dec 31, 2016	Difference	Actual Sep 01, 2016 to Dec 31, 2016	Budget Sep 01, 2016 to Dec 31, 2016	Difference	Fiscal Year Budget	Budget Remaining
REVENUE								
Revenue								
Strata Fees	23,799.30	23,799.25	0.05	95,197.20	95,197.00	0.20	285,591	190,394
Cable Income	3,388.49	3,388.25	0.24	13,553.96	13,553.00	0.96	40,659	27,105
Other Income	0.00	0.00	0.00	0.00	0.00	0.00		0
Total Strata Revenue	27,187.79	27,187.50	0.29	108,751.16	108,750.00	1.16	326,250	217,499
TOTAL REVENUE	27,187.79	27,187.50	0.29	108,751.16	108,760.00	1.16	326,250	217,499
EXPENSE								
FINANCIAL & PROFESSIONAL								
Bank Charges	19.40	25.00	-5.60	71.22	100.00	-28.78	300	229
Property Management - Contract	5,250.00	5,250.00	0.00	21,000.00	21,000.00	0.00	63,000	42,000
Property Management - Admin/Other	42.00	100.00	-58.00	252.00	400.00	-148.00	1,200	948
Professional Services	0.00	250.00	-250.00	276.28	1,000.00	-723.72	3,000	2,724
Miscellaneous	0.00	125.00	-125.00	0.00	500.00	-500.00	1,500	1,500
Total Financial & Professional	5,311.40	5,750.00	-438.60	21,599.50	23,000.00	-1,400.50	69,000	47,401
ADMINISTRATION								
Maintenance Contract - TKG M&R	9,150.00	9,150.00	0.00	36,600.00	36,600.00	0.00	109,800	73,200
Office Supplies/Printing/Postage	38.91	100.00	-61.09	278.66	400.00	-121.34	1,200	921
Meeting Expenses	0.00	208.33	-208.33	420.10	833.32	-413.22	2,500	2,080
Total Administration	9,188.91	9,458.33	-269.42	37,298.76	37,833.32	-534.56	113,500	76,201
UTILITIES								
Natural Gas	214.56	333.33	-118.77	903.09	1,333.32	-430.23	4,000	3,097
Propane - BBQ	0.00	62.50	-62.50	392.00	250.00	142.00	750	0
Cable	3,272.39	3,388.25	-115.86	13,089.83	13,553.00	-463.17	40,659	27,569
Total Utilities	3,486.95	3,784.08	-297.13	14,384.92	15,136.32	-751.40	45,409	3,097
BUILDINGS								
Elevator Maintenance Contract - 700 Block	0.00	375.00	-375.00	1,129.21	1,500.00	-370.79	4,500	3,371
Elevator Maintenance Contract - 200 Block	0.00	375.00	-375.00	903.23	1,500.00	-596.77	4,500	3,597
Elevator Maintenance Other - 700 Block	0.00	166.66	-166.66	195.27	666.64	-471.37	2,000	1,805
Elevator Maintenance Other - 200 Block	0.00	166.66	-166.66	583.50	666.64	-83.14	2,000	1,417
Roof Maintenance/Repairs/Inspections	525.00	0.00	525.00	2,777.78	0.00	2,777.78	0	-2,778
Building Maintenance - Other	-4,751.25	1,299.25	-6,050.50	4,827.21	5,197.00	-369.79	15,591	10,764
Lighting Maintenance	0.00	83.33	-83.33	629.10	333.32	295.78	1,000	371
Pest Control	0.00	125.00	-125.00	0.00	500.00	-500.00	1,500	1,500
Perimeter Drains Maint/Inspections	1,817.77	416.66	1,401.11	2,855.67	1,666.64	1,199.03	5,000	2,134
Windows/Doors/Skylights Replacement	334.70	208.33	126.37	334.70	833.32	-498.62	2,500	2,165
Dryer Vent Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0	0
Hot Tub Annual Permit	0.00	20.83	-20.83	0.00	83.32	-83.32	250	250
Hot Tub/Bathroom Facility/BBQ's - Repairs	972.27	291.66	680.61	972.27	1,166.64	-194.37	3,500	2,528
Point Hot Tub/Bathroom Facility - Supplies	0.00	166.66	-166.66	342.19	666.64	-324.45	2,000	1,658
Total Buildings & Roads	-1,101.51	3,695.04	-4,796.55	15,860.13	14,780.16	779.97	44,341	28,781
GROUNDS & ROADS								
Snow Removal	8,400.50	208.33	8,192.17	8,400.50	833.32	7,567.18	2,500	-5,901
Exterior Lighting - Buildings/Parking	41.87	125.00	-83.13	424.96	500.00	-75.04	1,500	1,075
Sidewalks/Roadways/Parking Lots	0.00	0.00	0.00	0.00	0.00	0.00	0	0
Total Grounds	8,442.37	333.33	8,109.04	8,825.46	1,333.32	7,492.14	4,000	-4,825
Investments								
Contingency Reserve Transfer	4,166.66	4,166.66	0.00	16,666.64	16,666.64	0.00	50,000	33,333
Total Contingency Reserve Expenses	4,166.66	4,166.66	0.00	16,666.64	16,666.64	0.00	50,000	33,333

Pacific Shores Residential VIS 2036
 Comparative Income Statement
 Fiscal Year: Septemebr 1, 2016 to August 31, 2017

	Month To Date			Year To Date			Fiscal Year	
	Actual Dec 01, 2016 to Dec 31, 2016	Budget Dec 01, 2016 to Dec 31, 2016	Difference	Actual Sep 01, 2016 to Dec 31, 2016	Budget Sep 01, 2016 to Dec 31, 2016	Difference	Fiscal Year Budget	Budget Remaining
TOTAL EXPENSE	29,494.78	27,187.44	2,307.34	114,335.41	108,749.76	5,585.65	326,250	211,657
NET INCOME	-2,306.99	0.06	-2,307.05	-5,584.25	0.24	-5,584.49		

PACIFIC SHORES JOINT VIS2036
Balance Sheet As at Dec 31, 2016

ASSET**Current Assets**

CCCU - Operating Acct Joint	26,227.42	
Total Cash on Hand		26,227.42
Prepaid Insurance - Joint	10,211.30	
Total Current Assets		10,211.30
Total Assets		36,438.72

Other Assets

Accounts Receivable - Joint	30,165.98	
CCCU - CRF Joint Trust Account	196,304.88	
CCCU - Joint Levy Acct	216,026.99	
Total Receivable		442,497.85
Due from PS Residential	35,487.18	
Total Assets		35,487.18
Total Assets		477,985.03

TOTAL ASSET

514,423.75

LIABILITY**Current Liabilities**

Levy - Water/Sewer Upgrade (45,000) (Note 1)	45,000.00	
Levy - Water & Sewage (250,000) (Note 2)	218,067.87	
Levy - Landscape (50,000) (Note 3)	5,942.00	
Levy - Interest on O/S Pymts	2,405.65	
Total		271,415.52
Total Current Liabilities		271,415.52

Liabilities

Accounts Payable	22,628.05	
Due to PS Residential	5,944.50	
Total Current Liabilities		28,572.55
Total Liabilities		28,572.55

TOTAL LIABILITY

299,988.07

EQUITY**Owners Equity**

Opening Balance	168,633.95	
Levy - CRF Bal. Increase (\$8,977)	8,977.00	
Monthly CRF Contributions	18,333.32	
Capital Asset Repairs (25,000 CRF) (Note 4)	0.00	
Special Levy Interest	2,675.85	
CRF Interest	360.61	
Total Owner's Equity		198,980.73
Retained Earnings - Previous Year		10,882.81
Current Earnings		4,572.14
Total Equity		214,435.68

TOTAL EQUITY

214,435.68

LIABILITIES AND EQUITY

514,423.75

Note 1: Levy - Water/Sewer Upgrade (45,000)
\$45,000 levied at 2016 AGM (Due August 1, 2017)

Note 2: Levy - Water & Sewage (250,000)
\$31,932.13 funds used/\$218,067.87 funds remaining

Note 3: Levy - Landscape (50,000)
\$44,058 funds used/\$5,942 funds remaining

Note 4: Capital Asset Repairs (25,000 CRF)
\$25,000 approved funds remaining

Pacific Shores Common VIS 2036
 Comparative Income Statement
 Fiscal Year: Septemebr 1, 2016 to August 31, 2017

	Month To Date			Year To Date			Fiscal Year	
	Actual Dec 01, 2016 to Dec 31, 2016	Budget Dec 01, 2016 to Dec 31, 2016	Difference	Actual Sep 01, 2016 to Dec 31, 2016	Budget Sep 01, 2016 to Dec 31, 2016	Difference	Fiscal Year Budget	Budget Remaining
REVENUE								
Revenue								
Strata Fees	40,421.61	40,421.66	-0.05	161,686.44	161,686.64	-0.20	485,060	323,374
Other Income	0.00	0.00	0.00	200.00	0.00	200.00		-200
Total Strata Revenue	40,421.61	40,421.66	-0.05	161,886.44	161,686.64	199.80	485,060	323,174
TOTAL REVENUE	40,421.61	40,421.66	-0.05	161,886.44	161,686.64	199.80	485,060	323,174
EXPENSE								
FINANCIAL & PROFESSIONAL								
Insurance	10,210.00	10,000.00	210.00	40,840.00	40,000.00	840.00	120,000	79,160
Insurance Deductible	0.00	0.00	0.00	0.00	0.00	0.00	0	0
Insurance Appraisal	0.00	0.00	0.00	0.00	0.00	0.00	0	0
Bank Charges	25.12	70.83	-45.71	75.47	283.32	-207.85	850	775
Property Management - Contract	1,676.33	1,676.25	0.08	6,705.32	6,705.00	0.32	20,115	13,410
Professional Services	0.00	416.66	-416.66	2,481.51	1,666.64	814.87	5,000	2,518
Unallocated - Financial/Professional	0.00	125.00	-125.00	121.64	500.00	-378.36	1,500	1,378
Total Financial & Professional	11,911.45	12,288.74	-377.29	50,223.94	49,164.96	1,058.98	147,465	97,241
ADMINISTRATION								
Maintenance Contract - TKG M&R	5,850.00	6,012.50	-162.50	23,400.00	24,050.00	-650.00	72,150	48,750
Meeting Expenses	0.00	25.00	-25.00	255.90	100.00	155.90	300	44
Total Administration	5,850.00	6,037.50	-187.50	23,655.90	24,150.00	-494.10	72,450	48,794
UTILITIES								
BC Hydro	4,618.16	3,166.66	1,451.50	9,651.81	12,666.64	-3,014.83	38,000	28,348
Waste Services/Garbage Collection/Maint.	0.00	1,250.00	-1,250.00	4,746.00	5,000.00	-254.00	15,000	10,254
Total Utilities	4,618.16	4,416.66	201.50	14,397.81	17,666.64	-3,268.83	53,000	38,602
BUILDINGS								
Water & Sewer Maint. - Contract	0.00	1,416.66	-1,416.66	5,012.70	5,666.64	-653.94	17,000	11,987
Water & Sewer Maint. - Monitoring/Other	403.92	1,250.00	-846.08	1,303.62	5,000.00	-3,696.38	15,000	13,696
VIHA Permits	0.00	20.83	-20.83	0.00	83.32	-83.32	250	250
Fire Suppression System - Routine Testing	0.00	0.00	0.00	1,871.10	0.00	1,871.10	0	-1,871
Fire Suppression System - Other	0.00	458.33	-458.33	0.00	1,833.32	-1,833.32	5,500	5,500
Alarm Monitoring Service	0.00	125.00	-125.00	396.90	500.00	-103.10	1,500	1,103
Unallocated Buildings	0.00	333.33	-333.33	346.50	1,333.32	-986.82	4,000	3,654
Total Buildings	403.92	3,604.16	-3,200.23	8,930.82	14,416.60	-5,485.78	43,250	34,319
GROUNDS & ROADS								
Grounds Maintenance - Contract	7,455.00	7,916.66	-461.66	29,820.00	31,666.64	-1,846.64	95,000	65,180
Grounds Maintenance - Other	-5.00	416.66	-421.66	3,869.91	1,666.64	2,203.27	5,000	1,130
Irrigation System	0.00	0.00	0.00	374.85	0.00	374.85	0	-375
Pond & Pump Maintenance	0.00	0.00	0.00	1,606.50	0.00	1,606.50	0	-1,607
Security Patrols	750.86	708.33	42.53	6,101.25	2,833.32	3,267.93	8,500	2,399
Unallocated Grounds & Roads	0.00	449.58	-449.58	0.00	1,798.32	-1,798.32	5,395	5,395
Total Grounds	8,200.86	9,491.23	-1,290.37	41,772.61	37,964.92	3,807.69	113,895	72,122
Investments								
Contingency Reserve Transfer	4,583.33	4,583.33	0.00	18,333.32	18,333.32	0.00	55,000	36,667
Total Contingency Reserve Expenses	4,583.33	4,583.33	0.00	18,333.32	18,333.32	0.00	55,000	36,667
TOTAL EXPENSE	36,567.72	40,421.61	-4,853.89	167,314.30	161,686.44	-5,627.86	485,060	327,746
NET INCOME	4,853.89	0.05	4,853.84	4,572.14	0.20	4,571.94		

Pacific Shores – Strata Council Meeting January 6, 2017

Financial Analysis

Joint – Strata Corporation (As of November 30, 2016)

Operating Bank Balance:	\$ 9589.32
Contingency Reserve Fund:	\$191,623.27
Levy Account Balance:	\$221,314.27
Under/Over Budget:	\$281.90 over Budget

Accounts Receivable: \$ 42,235.07 (as of November 30, 2016)

All outstanding amounts are Levy invoices

Residential Section (As of November 30, 2016)

Operating Bank Balance:	\$76,383.57
Contingency Reserve Fund:	\$242,000.11
Levy Account Balance:	\$nil
CRF Authorization:	account closed
Under/Over Budget:	\$8,947.44 Over Budget

Accounts Receivable: \$240,458.31 (as of November 30, 2016)

All outstanding amounts are Levy invoices

LANDSCAPE REPORT – JANUARY 2017

It has been a busy 3-4 months since our last meeting and landscape report. We have been very busy and have accomplished a lot.

We have hired VI Tree services again to remove approximately another 25 problem trees.

After the heavy snow fall in December we had a lot of trees fall and many broken branches, VI has done a very good job of removing these trees and branches.

As you all know now we have hired ILS to provide us with their professionalism and experience to improve the grounds at Pacific Shores. We are excited to have them on board as I feel they will be pro active in helping us make this resort beautiful again.

Looking forward to seeing the results.

Seann