

PACIFIC SHORES
Strata Plan VIS 2036

Minutes for Strata Council Meeting September 14th, 2018 (18.09.14)

Held On: Friday, September 14th, 2018 at 10:00am at Pacific Shores in the Garden Room.

In Attendance: **President** Kate Britton
 Vice-President: Dave Aylard
 Secretary & Treasurer Harry Felsing
 Director Seann Haver
 Director Leonard Aylward
 Director Stuart Allen – via teleconference
 Director Debra Morgan

Bayview Strata & Rental Services – Terry Kerr and Erika English

Legend: *BSRS = Bayview Strata & Rental Services.*
 (R) = Residential
 (J) = Joint
 PSRC = Pacific Shores Resort Center
 PSOE = Pacific Shores Owners Enterprise
 VI = Vacation Internationale
 Fisgard

Guests –Solvig Olsson, Nikii Morrison, Rafer Strandlund

ITEM #	DETAILS	STATUS	PRIME
18.09.14-01	Call to Order. The meeting was called to order by Kate Britton at 10:00am.		
18.09.14-02	Establish a Quorum (requires 4 Council members). A quorum was established with 7 members of Strata Council members present.		
18.09.14-03	Approve Agenda: Items of new business can be added when the meeting enters the new business section. MOTION: To approve the agenda as distributed. Moved/Seconded: Dave Aylard/Harry Felsing	Carried	
18.09.14-04	Approve the Minutes of the previous Strata Council Meeting: MOTION: To approve the minutes of the July 13th, 2018 Strata Council meeting as distributed. (18.07.13). Moved/Seconded: Leonard Aylward/Dave Aylard	Carried	
18.09.14-05	Financial Statement Report {RESIDENTIAL} : For the period ending August 31 st . 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: \$7,528.54 Contingency Reserve Fund: \$197,889.26 Income Statement: 0 Accounts Receivable: (\$95.52) MOTION: To approve the financial statement reports for the residential section for the period ending August 31st 2018 as presented. Moved/Seconded: Harry Felsing/Kate Britton Joint: Operating Bank Balance: \$21,347.84 Contingency Reserve Fund: \$294,052.08 Income Statement: \$26,956.10 Accounts Receivable: \$1,225.49	Carried	

	<p>MOTION: To approve the financial statement reports for the joint section for the period ending August 31st, 2018. Moved/Seconded: Harry Felsing/Kate Britton</p>	Carried	
18.09.14-06	<p>Reports: Grounds Committee: (Seann Haver - Chairman & Kate Britton) – see report from Seann Haver.</p> <ul style="list-style-type: none"> Council has authorized Management to determine if ILS is willing to change some wording in the snow removal contract and sign it; Council has also requested Management to determine if Mycoeh will include shoveling in their snow removal contract and obtain a quote for this addition. <p>Motion: to put forth a resolution at the AGM to approve \$25,000 from the Joint Contingency Reserve Fund for the Grounds Committee to use as necessary for upgrades to and beautification of the grounds. Moved/Seconded: Seann Haver/Dave Aylard</p> <p>Building Committee: (Debra Morgan – Chairman & Dave Aylard) – painting of the 500 block has been completed, aside from some minor deficiencies which will be completed in due course. The roofs at the 600 and 700 block are almost completed.</p> <ul style="list-style-type: none"> Council will obtain a quote from a Roofing Inspection Engineer to have an inspection of all the roofs completed. <p>Janitorial Report: (Tania Pastl) – see report from Tania Pastl.</p> <p>Maintenance Report: (Men in Kilts) – see report from Men in Kilts.</p> <p><u>Work Orders:</u> WO 18-0160 – Mercer Gas – Point BBQ – cancelled. WO 18-0393 – Milne Roofing – 500 Block Roof Replacement – underway. WO 18-0277 – Milne Roofing – Repair Roof Leak at Unit 733A – WO 18-0248 – Roto-Rooter – 200 Block Catch Basin – to be scheduled. WO 18-0245 – Milne Roofing – 600 Block Roof Replacement – underway. WO 18-0453 – Zelwood Construction – Repair Wood Rot at 500 Block – completed and paid (\$1,181.25) WO 18-0464 – ILS – Level Paving Stones Below Restaurant – completed and paid (\$577.50) WO 18-0465 – VI Pest Control – Racoons at Unit 523 – completed and paid (\$525.00) WO 18-0470 – R&T Plumbing – Replace Septic Pump at Point Washroom – completed and paid (\$864.58) WO 18-0493 – PowerComm – 700 Block Parkade Lights – completed and paid (\$333.71) WO 18-0520 – R&T Plumbing – Point Shower Head – completed and paid (\$115.50) WO 18-0524 – Zelwood Construction – 500 Block Wood Rot Repairs – completed and paid (\$761.25) WO 18-0539 – R&T Plumbing – Leaking Tap in Men’s Point Washroom – completed and paid (\$105.00) WO 18-0545 – Roto-Rooter – Unit 710A Sink Drain Backing Up – completed and paid (\$249.90) WO 18-0546 – VI Pest Control – Wasp Nest Removal 200 Block – completed and paid (\$105.00)</p>	<p>Open</p> <p>AGM</p> <p>Carried</p> <p>Open</p>	<p>BSRS – TK</p> <p>BSRS – TK</p> <p>Council</p>
18.09.14-07	<p>Old Business</p>		
16.09.12-8.2	<p>Camera Scoping of Storm Catchments & Perimeter Drains to Assist with Condition Assessment – tabled.</p>	Tabled	
17.01.06-8.1	<p>Asphalt and Concrete Repairs – the asphalt has compacted, and this item is closed.</p>	Closed	
17.01.06-8.9	<p>Approved AGM Resolutions:</p> <ul style="list-style-type: none"> Water System Upgrades – the equipment has been ordered and Fyfe estimates another 2 weeks before they see all the required materials. Fyfe is estimating that the installation will occur in October. Pressure washing of the tanks was scheduled for week of Sept 9th. The fence around the tanks is currently underway. The replacement 200 block control panel has been ordered and they will schedule the upgrade once it has been received. 	Open	
		Complete	

	<ul style="list-style-type: none"> Siding Painting/Repairs – Report – the painting has been completed, aside from a number of deficiencies that will be completed in due course. Roof Replacement – this roofing project is expected to be completed in the next week or two. 	Open	
17.03.31-8.8	Line Painting Change Request 420, 410, 419 & 512 – Fineline Painting has this in their cue and will attend to it as soon as possible.	Open	BSRS – EE
17.05.12-8.3	600 Block Roofing Project – This roofing project is scheduled to be completed in the next week or two.	Open	
17.09.08-8.4	Child Slip and Fall Legal Action – the lawyers are handling this and nothing else is to be done at this point.	Open	
18.01.26-8.2	Block 500 – Exterior Painting – completed, minus a list of deficiencies that will be attended to in due course.	Closed	
18.01.26-8.5	200 Block – Water Issues – Roto-Rooter will provide a schedule for this in the next couple weeks.	Open	BSRS – EE
18.04.13-8.2	Pacific Shores Water System Inspection Report – Fyfe is attending to this.	Open	
18.04.13-8.3	Insurance Renewal August – insurance has been renewed with Christie Phoenix, until August 2019.	Closed	
18.04.13-8.4	Dryer Vents – this has been completed.	Closed	
18.07.13-8.1	June Painting Report – all reports have been shared with Council since the last meeting, as requested.	Closed	
18.07.13-8.2	Dryer Vent Invoice and Recommendations – this work has been completed.	Closed	
18.07.13-8.3	Quote for New Point BBQ – Council has received a quote from Zelwood to remove the Point BBQ and replace it with a countertop. Council has authorized Management to issue a work order to Zelwood to complete this.	Open	BSRS – EE
18.07.13-8.4	Quote from ILS to Level the Paving Stones Below the Restaurant – this work has been completed.	Closed	
18.07.13-8.5	2019 Proposed Budget and Recommendations – refer to 18.09.14-8.4.	AGM	
18.07.13-8.6	Unit 416 Tree Removal/Pruning Quote – this work has been completed.	Closed	
18.07.13-9.5	Unit 514 Irrigation Schedule Concerns – ILS has addressed these issues.	Closed	
18.09.14-08	New Business:		
18.09.14-8.1	Update on Butterfly Valve Repair – see 17.01.06-8.9 – Water System Upgrades.	Open	
18.09.14-8.2	Quote to Repair Unit 423 Upper Deck – Council has received a quote to repair the upper deck at unit 423. At this point in time, the Corporation does not have funds to complete this work. However, Council is discussing options to fund deck repairs such as this.	Open	
18.09.14-8.3	Speed Bump Quotes – Council has received two quotes to install speed bumps in the community. Council has approved the quote from Industrial Plastics for two speed bumps at the entrance to the community and authorize Management to issue a work order to install them.	Open	BSRS – EE
18.09.14-8.4	AGM and Budget Prep – Council and Management discussed the Proposed Budget for the upcoming AGM. The AGM is scheduled for Friday October 26 th at 1pm.	AGM	

	<p>MOTION: to put forth two separate resolutions at the AGM for a total special assessment of \$125,000 to the Residential Section to increase the balance of the CRF and add more funds to the Building Repairs Capital Assets Allocation.</p> <p>Moved/Seconded: Dave Aylard/Leonard</p>	Carried	BSRS – TK
18.09.14-8.5	Roof Leak at 600 Block – a roof leak occurred due to a seam in the torch-on material. Zelwood has rectified this leak and the invoice has been paid. This amount will be deducted from the Milne contract.	Closed	
18.09.14-09	Correspondence & Announcements:		
18.09.14-9.1	SL14 Sink Backing Up – Roto-Rooter has attended to this multiple times and Management will request their reports from the unit owner. Until these reports are received, there is nothing further that can be done.	Open	BSRS – EE
18.09.14-9.2	BBQ Grills Require Replacement – Council will follow up with Tania regarding extra grills on site.	Open	Council
18.09.14-9.3	SL14 Complaint Regarding Parking in Front of Unit – during the roofing work around this unit, a contractor was parked outside the unit to unload materials, and unfortunately blocked the unit owner in. The contractors have been requested to notify Management when they will be onsite and take as much care as possible not to block access to units.	Closed	
18.09.14-10	Next Meeting and Adjournment: The Annual General Meeting is scheduled for October 26 th at 1:00pm and will be held in the Garden Room at Pacific Shores. The meeting was terminated by Kate at 12:41pm.		
18.09.14-11	Attachments: Financial Statements Committee Reports		

Deposit Ticket Number : 1

Date : 09/27/2018

TD Canada Trust
10435 King George Blvd at 104th Ave
Surrey BC V3T 2W7

Account # 0999-5281700
Branch: 92800

Internal Account : 100200.00

Riverglen Patio Homes - The Owners Strata Plan VIS 6083A
PO Box 939
Parksville BC V9P 2G9

Cash	
0	x 5 = 0.00
0	x 10 = 0.00
0	x 20 = 0.00
0	x 50 = 0.00
0	x 100 = 0.00
0	x 1000 = 0.00
Coins :	
Total Cash : 0.00	
Total Checks: 3,206.58	
Total Deposit : 3,206.58	

Signature _____

List of items deposited	Amounts
120000.00 - Received ch. from Canandian Western Bank (Trx # 1)	3,206.58

Number of items included	1	Total of Checks	3,206.58
--------------------------	---	-----------------	----------

Transaction # : 2	Deposit # : 1	Bank Account :0999-5281700	Branch: 92800
-------------------	---------------	----------------------------	---------------

PACIFIC SHORES RESIDENTIAL VIS2036
Balance Sheet As at Aug 31, 2018

ASSET

Assets		
CCCU - Operating Acct Res	77,528.54	
CCCU Membership Shares	5.00	
Total Cash on Hand		77,533.54
Total Current Assets		<u>77,533.54</u>
Other Assets		
Accounts Receivable - Residential	-95.52	
CCCU - CRF Trust Account	204,508.36	
CRF due to Operating	-6,619.10	
Due from PS Common	0.00	
Total Other Assets		197,793.74
Total Assets		<u>197,793.74</u>
TOTAL ASSET		<u><u>275,327.28</u></u>

LIABILITY

Liabilities		
Accounts Payable	377.77	
CRF due to Operating	-6,619.10	
Due to PS Common	58,679.35	
Total Current Liabilities		52,438.02
Total Liabilities		<u>52,438.02</u>
TOTAL LIABILITY		<u>52,438.02</u>

EQUITY

Owner's Equity		
Equity Opening Balance	290,603.36	
Monthly Contribution - Residence	49,999.92	
Capital Asset Repairs (Note 1)	-50,466.50	
Siding Repair/Replacement/Painting (Note 2)	-152,901.00	
600 Block Roof Replacement (Note 3)	0.00	
LEVY - Capital Asset (pymts)	260,000.00	
500 Block Roof Replacement (Note 4)	0.00	
Emergency Work - 510A	-13,451.13	
Emerg Rep - 700 Block Walkway	-147,525.00	
Hot Water Heater Replacements	-20,123.25	
Unit 411/421 Roof Leak	-20,139.00	
CRF Interest	1,891.86	
Total Owner's Equity		197,889.26
Retained Earnings Prior Year		25,000.00
Current Earnings		0.00
Total Equity		<u>222,889.26</u>
TOTAL EQUITY		<u>222,889.26</u>
LIABILITIES AND EQUITY		<u><u>275,327.28</u></u>

Note 1: Capital Asset Repairs
 \$50,466.50 funds used/\$44,533.50 funds remaining (95,000 CRF)

Note 2: Siding Repair/Replacement/Painting
 \$2,901 funds used/\$22,099 approved funds remaining (175,000 CRF)

Note 3: 600 Block Roof Replacement
 \$85,000 approved funds remaining (85,000 CRF)

Note 4: 500 Block Roof Replacement
 \$65,000 approved funds remaining (65,000 CRF - 2018 SGM)

Pacific Shores Residential VIS 2036
 Comparative Income Statement
 Fiscal Year: Septemebr 1, 2017 to August 31, 2018

	Month To Date			Year To Date			Fiscal Year	
	Actual Aug 01, 2018 to Aug 31, 2018	Budget Aug 01, 2018 to Aug 31, 2018	Difference	Actual Sep 01, 2017 to Aug 31, 2018	Budget Sep 01, 2017 to Aug 31, 2018	Difference	Fiscal Year Budget	Budget Remaining
REVENUE								
Revenue								
Strata Fees	23,799.34	23,799.25	0.09	285,592.08	285,591.00	1.08	285,591	-1
Cable Income	3,055.65	3,273.24	-217.59	36,962.65	39,278.00	-2,315.35	39,278	2,315
Other Income	0.00	0.00	0.00	0.00	0.00	0.00		0
Total Strata Revenue	26,854.99	27,072.49	-217.50	322,554.73	324,869.00	-2,314.27	324,869	2,314
TOTAL REVENUE	26,854.99	27,072.49	-217.50	322,554.73	324,869.00	-2,314.27	324,869	2,314
EXPENSE								
FINANCIAL & PROFESSIONAL								
Bank Charges	18.75	25.00	-6.25	240.37	300.00	-59.63	300	60
Property Management - Contract	5,250.00	5,250.00	0.00	63,000.00	63,000.00	0.00	63,000	0
Property Management - Admin/Other	42.00	100.00	-58.00	1,078.88	1,200.00	-121.12	1,200	121
Professional Services	0.00	333.37	-333.37	1,000.00	4,000.00	-3,000.00	4,000	3,000
Miscellaneous	0.00	125.00	-125.00	0.00	1,500.00	-1,500.00	1,500	1,500
Total Financial & Professional	5,310.75	5,833.37	-522.62	65,319.25	70,000.00	-4,680.75	70,000	4,681
ADMINISTRATION								
Maintenance Contract	3,506.75	9,150.00	-5,643.25	80,350.00	109,800.00	-29,450.00	109,800	29,450
Office Supplies/Printing/Postage	58.42	100.00	-41.58	682.11	1,200.00	-517.89	1,200	518
Meeting Expenses	21.16	125.00	-103.84	1,040.93	1,500.00	-459.07	1,500	459
Total Administration	3,586.33	9,375.00	-5,788.67	82,073.04	112,500.00	-30,426.96	112,500	30,427
UTILITIES								
Natural Gas	60.13	250.00	-189.87	2,158.82	3,000.00	-841.18	3,000	841
Propane - BBQ	161.69	83.37	78.32	632.09	1,000.00	-367.91	1,000	0
Cable	3,535.44	3,273.24	262.20	44,194.38	39,278.00	4,916.38	39,278	-4,916
Total Utilities	3,757.26	3,606.61	150.65	46,985.29	43,278.00	3,707.29	43,278	841
BUILDINGS								
Elevator Maintenance Contract - 700 Block	0.00	375.00	-375.00	3,387.63	4,500.00	-1,112.37	4,500	1,112
Elevator Maintenance Contract - 200 Block	0.00	354.24	-354.24	3,890.92	4,250.00	-259.08	4,250	259
Elevator Maintenance Other - 700 Block	0.00	166.74	-166.74	396.84	2,000.00	-1,603.16	2,000	1,603
Elevator Maintenance Other - 200 Block	0.00	166.74	-166.74	3,729.65	2,000.00	1,729.65	2,000	-1,730
Roof Maintenance/Repairs/Inspections	0.00	0.00	0.00	7,455.59	0.00	7,455.59	0	-7,456
Building Maintenance - Other	-5,408.73	1,250.00	-6,658.73	36,874.63	15,000.00	21,874.63	15,000	-21,875
Lighting Maintenance	333.71	208.37	125.34	346.02	2,500.00	-2,153.98	2,500	2,154
Pest Control	105.00	125.00	-20.00	2,587.25	1,500.00	1,087.25	1,500	-1,087
Perimeter Drains Maint/Inspections	0.00	174.25	-174.25	1,344.53	2,091.00	-746.47	2,091	746
Windows/Doors/Skylights Replacement	0.00	166.74	-166.74	849.24	2,000.00	-1,150.76	2,000	1,151
Dryer Vent Maintenance	0.00	0.00	0.00	4,990.65	0.00	4,990.65	0	-4,991
Hot Tub Annual Permit	0.00	-20.87	-20.87	0.00	250.00	-250.00	250	250
Hot Tub/Bathroom Facility/BBQ's - Repairs	220.50	416.74	-196.24	3,604.54	5,000.00	-1,395.46	5,000	1,395
Point Hot Tub/Bathroom Facility - Supplies	42.00	208.37	-166.37	2,246.17	2,500.00	-253.83	2,500	254
Total Buildings & Roads	-4,707.62	3,633.06	-8,340.68	71,783.86	43,591.00	28,192.86	43,591	-28,193
GROUNDS & ROADS								
Snow Removal	0.00	416.74	-416.74	4,610.04	5,000.00	-389.96	5,000	390
Exterior Lighting - Buildings/Parking	0.00	41.74	-41.74	86.68	500.00	-413.32	500	413
Sidewalks/Roadways/Parking Lots	0.00	0.00	0.00	1,696.85	0.00	1,696.85	0	-1,697
Total Grounds	0.00	458.48	-458.48	6,393.57	5,500.00	893.57	5,500	-894
Investments								
Contingency Reserve Transfer	4,166.66	4,166.74	-0.08	49,999.92	50,000.00	-0.08	50,000	0
Total Contingency Reserve Expenses	4,166.66	4,166.74	-0.08	49,999.92	50,000.00	-0.08	50,000	0

Pacific Shores Residential VIS 2036
 Comparative Income Statement
 Fiscal Year: Seplemebr 1, 2017 to August 31, 2018

	Month To Date			Year To Date			Fiscal Year	
	Actual Aug 01, 2018 to Aug 31, 2018	Budget Aug 01, 2018 to Aug 31, 2018	Difference	Actual Sep 01, 2017 to Aug 31, 2018	Budget Sep 01, 2017 to Aug 31, 2018	Difference	Fiscal Year Budget	Budget Remaining
TOTAL EXPENSE	12,113.48	27,073.25	-14,659.78	322,554.73	324,869.00	-2,314.27	324,869	1,946
NET INCOME	14,741.51	-0.77	14,742.28	0.00	0.00	0.00		

PACIFIC SHORES JOINT VIS2036
Balance Sheet As at Aug 31, 2018

ASSET

Current Assets		
CCCU - Operating Acct Joint	21,347.84	
Total Cash on Hand		21,347.84
Prepaid Insurance - Joint	120,552.67	
Total Current Assets		120,552.67
Total Assets		141,900.51
Other Assets		
Accounts Receivable - Joint	1,225.49	
CCCU - CRF Joint Trust Account	272,529.39	
CCCU - Joint Levy Acct	17,823.96	
Total Receivable		291,578.84
Due from PS Residential	58,679.35	
Total Assets		58,679.35
Total Assets		350,258.19
TOTAL ASSET		492,158.70

LIABILITY

Current Liabilities		
Levy - Water/Sewer Upgrade (45,000) (Note 1)	12,791.43	
Total		12,791.43
Total Current Liabilities		12,791.43
Liabilities		
Accounts Payable	139,347.45	
Due to PS Residential	0.00	
Total Current Liabilities		139,347.45
Total Liabilities		139,347.45
TOTAL LIABILITY		152,138.88

EQUITY

Owners Equity		
Opening Balance	233,799.25	
Lift Station/Water Treatment (CRF) (Note 2)	0.00	
Monthly CRF Contributions	60,000.00	
Capital Asset Repairs (CRF) (Note 3)	-1,281.00	
Special Levy Interest	214.12	
CRF Interest	1,319.71	
Total Owner's Equity		294,052.08
Retained Earnings - Previous Year		19,011.64
Current Earnings		26,956.10
Total Equity		340,019.82
TOTAL EQUITY		340,019.82
LIABILITIES AND EQUITY		492,158.70

Note 1: Levy - Water/Sewer Upgrade (45,000)
\$45,000 levied at 2016 AGM/\$12,791.43 funds remaining

Note 2: Lift Station/Water Treatment (CRF)
\$95,000 approved funds remaining (2018 SGM)

Note 3: Capital Asset Repairs (CRF)
\$1,281 funds used/\$48,719 approved funds remaining

Pacific Shores Common VIS 2036
 Comparative Income Statement
 Fiscal Year: Septemebr 1, 2017 to August 31, 2018

	Month To Date			Year To Date			Fiscal Year	
	Actual Aug 01, 2018 to Aug 31, 2018	Budget Aug 01, 2018 to Aug 31, 2018	Difference	Actual Sep 01, 2017 to Aug 31, 2018	Budget Sep 01, 2017 to Aug 31, 2018	Difference	Fiscal Year Budget	Budget Remaining
REVENUE								
Revenue								
Strata Fees	40,421.61	40,421.74	-0.13	485,059.32	485,060.00	-0.68	485,060	1
Other Income	200.00	0.00	200.00	1,203.42	0.00	1,203.42		-1,203
Total Strata Revenue	40,621.61	40,421.74	199.87	486,262.74	485,060.00	1,202.74	485,060	-1,203
TOTAL REVENUE	40,621.61	40,421.74	199.87	486,262.74	485,060.00	1,202.74	485,060	-1,203
EXPENSE								
FINANCIAL & PROFESSIONAL								
Insurance	10,959.33	10,043.87	915.46	122,757.83	120,526.00	2,231.83	120,526	-2,232
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	9.36	30.00	-20.64	129.82	360.00	-230.18	360	230
Property Management - Contract	1,676.33	1,676.37	-0.04	20,116.96	20,116.00	-0.04	20,116	0
Professional Services	0.00	416.74	-416.74	0.00	5,000.00	-5,000.00	5,000	5,000
Unallocated - Financial/Professional	0.00	125.00	-125.00	122.32	1,500.00	-1,377.68	1,500	1,378
Total Financial & Professional	12,645.02	12,291.98	353.04	143,126.93	147,502.00	-4,375.07	147,502	4,376
ADMINISTRATION								
Maintenance Contract	2,242.00	5,850.00	-3,608.00	48,486.49	70,200.00	-21,713.51	70,200	21,714
Meeting Expenses	0.00	25.00	-25.00	0.00	300.00	-300.00	300	300
Total Administration	2,242.00	5,875.00	-3,633.00	48,486.49	70,500.00	-22,013.51	70,500	22,014
UTILITIES								
BC Hydro	3,861.94	3,166.74	695.20	35,327.52	38,000.00	-2,672.48	38,000	2,672
Waste Services/Garbage Collection/Maint.	0.00	1,291.74	-1,291.74	12,516.00	15,500.00	-2,984.00	15,500	2,984
Total Utilities	3,861.94	4,458.48	-596.54	47,843.52	53,500.00	-5,656.48	53,500	5,656
BUILDINGS								
Water & Sewer Maint. - Contract	2,609.50	1,333.37	1,276.13	16,217.24	16,000.00	217.24	16,000	-217
Water & Sewer Maint. - Monitoring/Other	758.27	833.37	-65.10	6,541.28	10,000.00	-3,458.72	10,000	3,459
VIHA Permits	0.00	20.87	-20.87	300.00	250.00	50.00	250	-50
Fire Suppression System - Routine Testing	0.00	0.00	0.00	525.00	0.00	525.00	0	-525
Fire Suppression System - Other	0.00	458.37	-458.37	6,616.27	5,500.00	1,116.27	5,500	-1,116
Alarm Monitoring Service	0.00	83.37	-83.37	812.70	1,000.00	-187.30	1,000	187
Unallocated Buildings	0.00	250.00	-250.00	0.00	3,000.00	-3,000.00	3,000	3,000
Total Buildings	3,277.77	2,875.36	298.42	31,012.49	35,750.00	-4,737.51	35,750	4,738
GROUNDS & ROADS								
Grounds Maintenance - Contract	8,028.04	7,916.74	111.30	95,234.54	95,000.00	234.54	95,000	-235
Grounds Maintenance - Other	2,143.30	0.00	2,143.30	17,382.86	0.00	17,382.86	0	-17,383
Security Patrols	831.95	1,000.00	-168.05	9,672.42	12,000.00	-2,327.58	12,000	2,328
Vandalism Repair/Refurbish	0.00	0.00	0.00	0.00	0.00	0.00	0	0
Unallocated Grounds & Roads	0.00	900.74	-900.74	6,548.39	10,808.00	-4,259.61	10,808	4,260
Total Grounds	11,003.29	9,817.48	1,185.81	128,838.21	117,808.00	11,030.21	117,808	-11,030
Investments								
Contingency Reserve Transfer	5,000.00	5,000.00	0.00	60,000.00	60,000.00	0.00	60,000	0
Total Contingency Reserve Expenses	5,000.00	5,000.00	0.00	60,000.00	60,000.00	0.00	60,000	0
TOTAL EXPENSE	38,830.02	40,422.29	-2,392.27	469,306.64	485,060.00	-25,753.36	485,060	25,753
NET INCOME	2,691.59	-0.55	2,692.14	28,956.10	0.00	28,956.10		

Grounds Report

It's been a hot dry summer, which has caused a real challenge for our irrigation system. As you know our system is more than 25 years old, in that time all the trees and bushes in the resort have matured. The roots from the trees and bushes are now creating a real challenge for our under ground irrigation pipes. We have identified and repaired several locations where the roots have broken pipes as large as 2 inches in diameter. We also have issues with overgrowth from plants and bushes which is on going. Pat is also replacing sprinkler heads and small pencil heads as well as resetting the timers on the different zones.

I have been in conversation with Glen as to how we could come up with a better plan to maintain the system. We will present something in the near future.

Some other things ILS has done are:

Removed the fruit gardens by the 600 blk. and installed new turf.

Reset paving stones by the hot tub due to roots.

Removed trees at 416 and 515.

ILS was very helpful with the removal of the vegetation on all the buildings at the 500 blk. to prepare for painting.

As there will be less grass cutting ILS will focus on doing a lot more pruning and weeding.

Thank you
Seann Haver

July/August report for Strata regarding Pacific Shores Resort.

1. I removed one of the white loungers from Neils Nook, it was broken beyond repair.
2. I removed table from the 200blk, it was broken beyond repair and the top had been painted.
3. Stacey from Island Health inspected the hot tub Aug 28th and everything checked out, couple notes as to the repainting of the step and seat edges as its fading and to assess basin for repairs where small cracks are visible

I did tell Stacey the repainting could be done later in the year and she is ok with that, I could do this and would need 2 - 3 days to paint and let it dry. I did notice the cracking and had checked it out and they are smooth and do not pose

a pinching hazard presently, I will monitor the situation each time I empty it, I could call a repair person in to assess.

I have attached a copy of the Recreational Water Facility Inspection Report.

I put in a request for BBQ grills small and large earlier in the year, I was told they were unable to find replacement grills, there are only a few decent grills, I can manage for now but will need replacement grills in the future.

Nothing else to report at this time.

Thank you

Tania

Whitaker Janitorial and Property Maintenance.