

**STRATA CORPORATION BCS2478
SPECTRUM "I & II"
111 WEST GEORGIA STREET
668 CITADEL PARADE
VANCOUVER, BC**

MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS OF STRATA PLAN BCS2478 SPECTRUM "I & II", HELD IN THE MEETING ROOM, SECOND FLOOR OF CLUB OZONE, 111 WEST GEORGIA STREET, VANCOUVER, B.C. ON WEDNESDAY, JUNE 25TH, 2008 AT 6:30 P.M.

IN ATTENDANCE

Fiona Burke – President

Ana Knight

Tom Mah – Vice President

Pasha Pourfallah – Treasurer

REPRESENTING RANCHO MANAGEMENT SERVICES (B.C.) LTD.

Joseph Tsang, Senior Property Manager

REGRETS

Curtis Morrison – Club Ozone Representative

Amita Gill

1. CALL TO ORDER

There being a quorum present, the meeting was officially called to order at 6:35 p.m.

2. GUEST PRESENTATION

Naomi Leslye and Claudio Vidal (2009,T2) were in attendance for about ten minutes to discuss the move-out and move-in fees recently levied against their strata lot and request that such fees be waived because their suite is being rented out on a furnished basis. Council reconsidered the rules and regulations governing move-in and move-out fees and agreed to amend the rules to change the furnished rental suites a \$100 move-in and \$100 move-out fee instead of \$200 each.

Note: Council requests that any Owners who wish to be present at Council Meeting to discuss issues pertaining to their own suite are requested to provide Rancho's office with written submission at least five (5) business days prior to the scheduled Council Meeting. This is to ensure that Council has sufficient time to review the materials that the Owner(s) wish to discuss. Owners who fail to comply with such request will be turned away.
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3. PREVIOUS MEETING MINUTES

There being no errors or omissions, Council adopted the minutes of the previous meeting held on May 28th, 2008 as presented.

4. **COMMITTEE REPORT**

a) **"Club Ozone/Parkade":**

Curtis Morrison presented Council with a written report advising that he has recently met with the representatives from "Spectrum III & IV" and all are in agreement with the proposed improvements for the gym. The improvements discussed include the replacement of the existing cardio equipment in the gym with commercial quality equipment in order to accommodate high usage, as well as adding additional pieces. Additional free weights, dumb bells racks, and a smith machine are also being added. There was also a discussion to convert the Second floor meeting room into an extended area of the gym by replacing the carpet with rubber flooring and adding wall mirrors, television sets, and cardio equipment in that area. Considerations are also given to install Fob readers on the changing rooms. A request was also made to purchase some furniture for the pool area.

b) **Deficiencies:**

A discussion was held with respect to the shower wand and it was agreed that the it is a very poor design as it is susceptible to breakage. Council deemed this issue a Common Area Deficiency and asked that the Property Manager include it on the Common Area Deficiency list to be forwarded to both the Developer and the Third Party Warranty.

c) **Bylaws:**

Copies of bylaw infraction letters sent to Owners/Residents were presented to Council for review.

- i) **Proposed Bylaw Package:** The Committee presented the Property Manager with a proposed bylaw package and asked that the Property Manager make the relevant changes and email a copy to the rest of Council for their reference so that such document can be discussed at the next Council Meeting.

5. **FINANCIAL REPORT**

The Treasurer informed Council that he has reviewed the Financial Statements for the period ending on May 31st, 2008 and that everything is in order. The Strata has incurred an operating surplus of approximately \$107,000. The accounts receivable was also discussed and although it has gone down to approximately \$19,000 there are still Owners who have not paid their Strata Fees. The Property Manager was asked to continue to issue liens and aggressively pursue the Owners for payments.

There being no other questions or discussion, it was **MOVED, SECONDED**, and **CARRIED** to approve the May's financials, as presented.

6. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Form K:**

Fiona Burke and Ana Knight volunteered to go from door to door in an effort to get an accurate count of the number of tenants in the building and to find out which Owners have ignored the Strata's request to provide the Strata Corporation with a signed Form K of tenant undertaking. From those Form K's collected it was determined that there is one (1) individual who has presented himself as a tenant in approximately sixteen (16) of the suites in “Spectrum I & II”. This individual has a history of sub-leasing the suites to undesirable tenants on a short-term basis. The Property Manager was asked to send a letter advising those Investor Owners who have had rented their suites to this individual and request that this tenant be evicted immediately or the Strata Corporation will evict the tenant under Section 138 of the *Strata Property Act* and all associated costs charged back to the strata lot Owners.

7. **CORRESPONDENCE**

Owners are invited to write Strata Council, via Rancho Management Services on any Strata related matters and send them to Rancho's office at 701-1190 Hornby Street, Vancouver, BC, V6Z 2K5, or by fax to 604-684-1956 or by e-mail to josephsang@ranchogroup.com

Correspondence received from Owners was presented to Council for review and instruction was given to the Property Manager on how to respond.

8. **NEW BUSINESS**

a) **Elevator Button:**

Council was informed that approximately thirteen (13) of the elevator buttons in “Tower I” elevators cab and twenty (20) of the elevator buttons in “Tower II” elevators cab require cleaning in order to get rid of the dirt which are trapped behind the buttons. Thyssen Krupp Elevator (Canada Limited) has presented a quote of about \$1,700 to clean these buttons. However, they are willing to do it for free provided that Strata renews their monthly maintenance services for a period of five (5) years.

b) **Pets Off Grass Signage:**

It was suggested that more signage to inform Residents to keep their pets off the grass, especially on the second floor courtyard should be installed. Since Curtis Morrison has done a lot of research on this subject, Council will rely on Mr. Morrison's recommendations and defer the purchase of the requested signage to him.

c) **Visitor Parking Area:** A suggestion was made to convert the curb area parking on Regimen Square, which is owned by Spectrum into Visitor Parking with visitors required to obtain a visitor parking pass from the Concierge in order to park there and a maximum time allotment of four (4) hours. Council unanimously

8. **NEW BUSINESS – CONT'D**

c) **Visitor Parking Area – Cont'd:**

endorsed such idea as there is currently no Visitor Parking at Spectrum and request that Mr. Morrison approach “Spectrum III & IV” with the such recommendation.

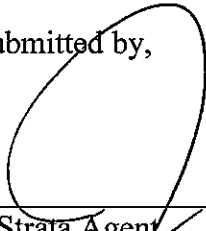
9. **NEXT MEETING**

The next Council Meeting has been scheduled for **Wednesday, July 23rd, 2008 at 6:30 p.m.** the meeting will be held in the Meeting Room on the Second floor of Club Ozone.

10. **TERMINATION**

There being no other business to discuss, it was **MOVED, SECONDED** and **CARRIED** to terminate the meeting at 8:05 p.m.

Respectfully submitted by,



Joseph Tsang, Strata Agent
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RANCHO'S INTERNET SITE

Rancho's website has been updated with lots of new features. We invite you to check us out at <http://www.ranchovan.com>. Any questions and comments can be forwarded to us by email at: pmgr@ranchogroup.com, or by calling us at: (604) 684-4508.