

**MINUTES OF COUNCIL MEETING
STRATA PLAN LMS1978
RIVERSIDE GARDEN
2711-2733 East Kent Ave., Vancouver, BC
2728 Chandlery Place**

HELD: Wednesday, January 9, 2008
Held within unit #55 at 6:15 p.m.

PRESENT: Sail Wyatt
Chris Seltenrich
Aniz Jiwani
Leo Liu
Darren Morris
Marc Brillon

REGRETS: Matt Mumford

AGENT: Edward Jang – Senior Property Manager
Warrington PCI Management

CALL TO ORDER

The meeting was called to order at 6:20 p.m.

ELECTION OF OFFICERS

The following council members were elected to the following positions:

Sail Wyatt	President
Aniz Jiwani	Vice-President
Darren Morris	Treasurer

ADOPTION OF PREVIOUS MEETING MINUTES

No previous council meetings were available for adoption.

FINANCIAL STATEMENTS

Financial Statements for the fiscal period ending October 2007 and November 2007 were reviewed.

MOVED and SECONDED to approve the financial statements ending October, 2007 and November 2007.

Motion Carried

All owners are advised that the strata corporation has approved a bylaw at the recent Annual General Meeting allowing the strata council to assess a fine for late payment of monthly strata fees due on first of each month.

BUSINESS ARISING

Property manager advises that the financial audit by Reid Hurst Nagy has not been completed and should have a draft for the next council meeting.

Council approved the landscaping contract for 2008 with Natures Outfitters.

Council discussed the roles and responsibility of committee and volunteers. Council would like to clarify the roles and duties of committees.

The following committees are headed by following:

Chris Settenrich, Leo Liu, Matt Mumford	Maintenance Committee
Aniz Jiwani, Marc Brillon	Landscaping Committee
Sail Wyatt, Nicole Scott, Felix Saldahna	Security Committee

Strata council is considering creating a strata corporation web page for the Riverside Garden residents.

Council reviewed a couple of outstanding landscaping duties. Some of the duties have not been addressed due to weather. Landscaping committee will arrange a meeting with the landscaper to discuss and clarify the outstanding duties.

Council reported unit #69 has noticed water ingress while they were replacing their flooring. Property manager will have a contractor inspect and provide a quote to repair. Council also reported this same unit had disposed of their old carpet into the waste container.

All owners are advised that each unit owner is responsible to have their construction debris disposed and not to use the strata corporation waste disposal.

Council requested property manager to follow up with a couple of maintenance requests that may seem to be overlooked. Property manager will have a contractor inspect and report.

Council requested property manager to send out a maintenance survey to all owners. Owners are requested to complete and return maintenance surveys to Warrington PCI Management so that strata council can arrange maintenance.

Council reported maintenance maybe required on the common roof/gutter next to unit #55. Property manager will dispatch a contractor to address.

Council discussed a beautification project of the landscaping. Council noticed some landscaping areas are bare and would benefit with additional plantings. Landscaping committee will arrange and possibly co-ordinate with volunteers from interested owners for this project.

Council requested property manager to inquire the ownership of the east side fence. Landscaping committee will have the landscaper look at pruning the east side trees.

Council reported a number of owners are using their decks for storage. All owners are advised not to use balcony/decks for storage. All owners are advised to clear their balcony/decks before January 31, 2008; otherwise the strata council will start assessing fines against the unit owners.

Owners should not leave bagged garbage outside their unit and should dispose immediately into the waste disposal container.

Council discussed designating a specific day for the caretaker to clean the complex.

Owners with pets are requested to take responsibility of the pets while on common property. Owners should clean up after their pet. Strata Corporation has an approved bylaw that does not allow pets to defecate on common property.

CORRESPONDENCE

Owners may also send email directly to the property manager: ejang@warringtonpci.com

Owners are reminded to submit their email address if they wish to receive correspondence, strata minutes by email. Interested owners should pass their email address to Daisy Chan
Email: daisyc@warringtonpci.com

ADJOURMENT

There being no further issues the meeting was adjourned at 8:29 p.m.

Next scheduled council meeting is set for February 27, 2008

Respectfully submitted,


Edward Jang, CPRPM
Agent for the Owners Strata Plan LMS 1978
Warrington PCI Management
1700-1030 West Georgia Street
Vancouver, B.C. V6E 2Y3
Tel: (604)602-1887, Fax: (604)688-2328
Email: ejang@warringtonpci.com

It has become a standard practice in the real estate industry that owners provide two (2) years of council and general meeting minutes to potential purchasers. Please retain your minutes for two years as there is a fee to owners who require additional copies of the minutes.

MINUTES OF COUNCIL MEETING
Strata Plan LMS 1978
RIVERSIDE GARDEN

2711 - 2733 East Kent, Vancouver, B.C.
2728 Chandlery Place

HELD: Wednesday, February 27, 2008
In Unit #22 at 6:15 p.m.

PRESENT: Sail Wyatt President
Chris Seltenrich
Darren Morris Treasurer
Aniz Jiwani Vice-President
Marc Brillion
Matt Mumford

REGRETS: Leo Liu

AGENT: Edward Jang, Senior Property Manager
Warrington PCI Management

CALL TO ORDER

The meeting was called to order at 6:25 p.m.

PREVIOUS MEETING MINUTES

MOVED, SECONDED and CARRIED to approve the council meeting minutes of January 9, 2008 as circulated.

APPROVAL OF FINANCIAL STATEMENT

Treasurer reviewed the financial statements for the months of December 2007 and January 2008.

MOVED, SECONDED and CARRIED to approve the financial statements for the months of December 2007 and January 2008.

Strata Corporation LMS 1978 has an adopted bylaw that allows for \$50.00 to be charged to any owner account in arrears. Strata council authorized property manager to charge \$50.00 to any owner that does not pay by the first of each month.

All owners are reminded that monthly strata fees are due on the first of each month. Warrington PCI Management offers a pre-authorized payment option and any interested

OWNER'S STRATA PLAN LMS1978
"RIVERSIDE GARDEN"
2711 – 2733 East Kent & 2728 Chandlery Place, Vancouver, BC

COUNCIL MEETING AGENDA
April 2, 2008

LOCATION Starbucks

CALL TO ORDER 6:15 pm

MINUTES Approval of meeting minutes February 27, 2008.

FINANCIALS

1. Approval of Financial Statements up to February 29, 2008.
2. Review of Accounts Receivable

BUSINESS ARISING FROM PREVIOUS MINUTES

1. **Audit:** RHN has provided a list of questions which WPCI is currently working on.
2. **Landscaping:** the Strata Manager has advised Natures Outfitters that their contract has been approved. Outstanding issues update. Meeting with Landscaper update. Beatification project update. Strata Manager to request a quote for pruning the trees at the east side.
3. **Committee Roles:** Council would like to clarify the roles and duties of committees.
4. **Website:** update.
5. **Unit 69 Leak:** history from council.
6. **Maintenance List:** update.
7. **Maintenance Survey:** copies provided to the strata council at previous meeting.
8. **Common Gutter Repair:** completed by Stocco.
9. **East Side Fence:** Site Survey required to determine this.
10. **Service Call Report:** provided to the Strata Council.

CORRESPONDENCE

1. **Unit 22 Patio Repairs:** attached.
2. **Unit 46 Requests:** attached.
3. **Unit 36 Noise Complaint:** attached.

NEW BUSINESS

1. **Fire Inspection**
2. **Bylaw Sign Form I**
3. **Bike Clean Up**

ADJOURNMENT

NEXT MEETING

owners should contact the accounting department of Warrington PCI Management at (604-602-1887).

BUSINESS ARISING/MAINTENANCE:

Council requested the snow removal program to be terminated.

Aniz has volunteered to address the snow removal and placement of the ice melt with the assistance of other volunteers.

All owners are advised that no appliances or large items to be placed in the garbage container. The waste container is strictly for normal household waste. Strata Corporation will incur additional cost for the removal of large items that Waste Management will not take away.

*All owners are advised the protocol for any **after hour emergencies**:*

Call Warrington PCI Management at 604-602-1887 and advise the emergency.

CORRESPONDENCE:

An owner requested maintenance for possibly bird issue through their soffit. Property manager will have dispatched a contractor to address.

An owner advised that vehicles are constantly parked in their parking stall.

Owners are advised to respect each resident's parking stalls and only park in your assigned parking stall.

An owner had sent an email to request a number of maintenances such as a leak in the bedroom ceiling, leak in parkade ceiling and gutter cleaning request.

Council reviewed an email from an owner regarding a soffit panel that will require replacement and their stairs leading to their patio are again requiring maintenance.

Any owner wishing to write to the council on strata related matters can do so by sending correspondence in care of Warrington PCI Management at #1700-1030 West Georgia Street, Vancouver, B.C. V6E 2Y3. It would be appreciated if correspondence for council is sent in advance of a scheduled council meeting.

Owners may also send email directly to the property manager: ejang@warringtonpci.com

Strata council would like to start a listing of all owners with email addresses, therefore correspondence and minutes to meetings can be emailed to owners versus hand delivery or mailing. This would also lower the cost of postage being paid for by the strata corporation.

Interested owners should email Daisy Chan: daisyc@warringtonpci.com to advise their email address, strata plan number and unit number.

NEW BUSINESS

Council requested property manager to investigate the possibility of re-classification of the handicap stalls to be used as visitor parking.

Council requested that additional information is required from Simplex for any fire panel trouble calls.

Property manager presented a renewal contract for Annual Fire Inspection from Simplex Grinnell. Council will call Simplex directly to clarify.

Property manager confirmed that maintenance will now be reviewed by the maintenance committee as requested by the strata council.

Council reported that the landscapers are addressing the weeding of the planter.

Landscape committee reviewed recommendations and suggestions from owners. Landscape committee presented an estimated budget cost of \$1500.00 for additional plantings and bark mulch.

**Landscape Committee announced that volunteers are welcomed for a planting day at Riverside Garden scheduled for Saturday, March 29, 2008 starting 10:00 am.
(meet in the courtyard)**

Owners/Residents are reminded that visitor parking stalls are strictly for visitors and not for resident use.

Council reported a ladder left on the grounds and asked the property manager to check and get the contractor to remove the ladder.

Council noticed many dog droppings throughout the complex and in the parkade. Owners should clean up after their dog and respect the property of Riverside Garden.

Owners/Residents are reminded to break down any boxes before placing in the recycling. Do not place boxes into the waste container.

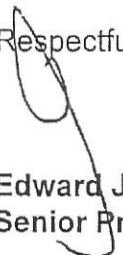
Owner/Residents are reminded to exercise courtesy when washing your car in the car wash area as noise will echo in the parkade. Do not wash vehicles late at night.

Council requested the irrigation system to be pressured up and left turned off until needed. Council will turn on the system when required.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:12 p.m. The next meeting is April 2, 2008 at 6:15 p.m.

Respectfully submitted,


Edward Jang, CPRPM
Senior Property Manager

Warrington PCI Management
1700 - 1030 W. Georgia Street
Vancouver, B.C. V6E 2Y3
Tel: (604) 602-1887, Fax: (604) 688-2328
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0208 Warrington PCI ITF Strata Plan LMS 1978
 Period Ending 02/29/2008
 Total Company Budget Code:
 Balance Sheet

03/14/2008 Page: 1
 9:48AM Natalia

Description	Current Month	Year to Date

ASSETS		
Current Assets		
HSBC Strata Trust	(12,844.01)	5,923.12
HSBC Trust Savings	13,080.02	99,127.65
Petty Cash	0.00	500.00
Accounts Receivable - Owners	(39.86)	932.95
Prepaid Insurance	(1,705.50)	6,822.00

Current Assets	(1,509.35)	113,305.72

TOTAL ASSETS	(1,509.35)	113,305.72

LIABILITIES AND OWNERS FUNDS		
LIABILITIES		
Current Liabilities		
Accounts Payable - Suppliers	636.89	4,840.77
Accounts Payable - Other	0.00	1,350.00

Current Liabilities	636.89	6,190.77

TOTAL LIABILITIES	636.89	6,190.77

OWNERS FUNDS		
Operating Fund, current year	(3,731.45)	7,987.30
Capital, Closing Balance	0.00	106.88
CRF, Closing Balance	1,585.21	99,020.77

TOTAL OWNERS FUNDS	(2,146.24)	107,114.95

TOTAL LIABILITIES & FUNDS	(1,509.35)	113,305.72

End of Financial Statement

0208 Warrington PCI ITF Strata Plan LMS 1978
Period Ending 02/29/2008
Total Company Budget Code:
Balance Sheet - Schedule

03/14/2008 Page: 1
9:51AM Natalia

Description	Current Month	Year to Date
Capital Fund	0.00	50,000.04
Capital Contributions	0.00	(49,893.16)
Capital Contract		
Capital, Closing Balance	0.00	106.88
Contingency Reserve Fund		
CRF, Opening Balance	0.00	92,698.28
CRF, Contributions	1,287.00	5,148.00
CRF, Interest	298.21	1,174.49
CRF, Closing Balance	1,585.21	99,020.77

End of Financial Statement

For period ending February 29, 2008
Divisions: Riverside Gardens

Current Month Actual	Current Month Budget	Current Month Variance		Year to Date Actual	Year to Date Budget	Year to Date Variance
70.00	0.00	70.00	Operating Fund Revenues			
0.00	0.00	0.00	Parking Revenue	245.00	0.00	245.00
14,821.12	14,821.08	0.04	Turnover Charges	100.00	0.00	100.00
57.21	41.67	15.54	Residential Strata Fees	59,284.48	59,284.32	0.16
			Interest Income	241.08	166.68	74.40
14,948.33	14,862.75	85.58	Total Operating Fund Revenues	59,870.56	59,451.00	419.56
20.30	16.67	3.63	Operating Fund Expenses			
0.00	250.00	(250.00)	Bank Charges	71.66	66.68	4.98
2,135.00	1,800.00	335.00	Alarms	442.20	1,000.00	(557.80)
0.00	150.00	(150.00)	Ground Maintenance	7,145.36	7,200.00	(54.64)
0.00	25.00	(25.00)	Ground Improvement	0.00	600.00	(600.00)
1,980.65	833.33	1,147.32	Snow Removal	0.00	100.00	(100.00)
3,232.15	1,583.33	1,648.82	Electricity	2,606.32	3,333.32	(727.00)
1,900.00	791.67	1,108.33	Gas	8,136.70	6,333.32	1,803.38
1,283.00	1,283.00	0.00	Janitorial	3,537.50	3,166.68	370.82
93.98	91.67	2.31	Management Fees	5,132.00	5,132.00	0.00
2,049.60	2,938.58	(888.98)	Pest Control	188.85	366.68	(177.83)
287.04	516.67	(229.63)	Repair & Maint. - Common	7,653.65	11,754.32	(4,100.67)
122.24	166.67	(44.43)	Scavenging/Recycling	1,110.83	2,066.68	(955.85)
102.79	100.00	2.79	Office Expense	824.45	666.68	157.77
2,480.53	1,166.67	1,313.86	Telephone/Pager	409.59	400.00	9.59
1,705.50	1,750.00	(44.50)	Sewer & Water	2,654.15	4,666.68	(2,012.53)
			Insurance	6,822.00	7,000.00	(178.00)
17,392.78	13,463.26	3,929.52	Total Operating Fund Expenses	46,735.26	53,853.04	(7,117.78)
(2,444.45)	1,399.49	(3,843.94)	Operating Fund Before Other	13,135.30	5,597.96	7,537.34
1,287.00	1,287.00	0.00	Other Expenses			
1,287.00	1,287.00	0.00	Tsf to (from) contingency Reserve	5,148.00	5,148.00	0.00
			Total Other Expenses	5,148.00	5,148.00	0.00

Continued on next page...

For period ending February 29, 2008
 Divisions: Riverside Gardens

Current Month Actual	Current Month Budget	Current Month Variance		Year to Date Actual	Year to Date Budget	Year to Date Variance
(3,731.45)	112.49	(3,843.94)	Operating Surplus (Deficit)	7,987.30	449.96	7,537.34

End of Financial Statement

**OWNER'S STRATA PLAN LMS1978
"RIVERSIDE GARDEN"
2711 – 2733 East Kent & 2728 Chandlery Place, Vancouver, BC**

**COUNCIL MEETING AGENDA
April 2, 2008**

LOCATION Starbucks

CALL TO ORDER 6:15 pm

MINUTES Approval of meeting minutes February 27, 2008.

FINANCIALS

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2. Review of Accounts Receivable

BUSINESS ARISING FROM PREVIOUS MINUTES

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ADJOURNMENT

NEXT MEETING