

**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN LMS 1114  
CITY CREST**

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Held on Thursday, November 18, 2010 at 5:00 p.m.  
Within The Lounge  
1155 Homer Street, Vancouver, B.C.

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<b>COUNCIL IN ATTENDANCE:</b>	George Brown	President
	Dana Willmer	Treasurer
	Bill Semrau	
	Lynne Scory	
	Don Ho	Commercial Section Representative
<b>REGRETS:</b>	Peter Litherland	Vice President/Secretary/Privacy Officer
<b>RESIDENT MANAGER:</b>	Van Webster	
<b>GUESTS:</b>	Lydia Pilarski	Strata Lot 79
	Richard Foye	Strata Lot 79
<b>SENIOR STRATA MANAGER:</b>	Sue Matthews	Crosby Property Management Ltd.

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The meeting was called to order at 5:00 p.m. by the Council President, George Brown.

**GUEST BUSINESS**

The guests present were enquiring as to the correct amount of the insurance deductible for the Strata Corporation. It was confirmed by Bill Semrau, Council Member, that there is a \$50,000.00 insurance deductible at LMS 1114. This will have to be corrected in the Minutes of the last Strata Council meeting. They were also wondering how the residents would be dealing with the replacement of in-suite hook ups for their various fixtures, such as toilets, sinks, tubs, dishwashers, washers and dryers, etc. Council agreed that this would be a discussion point when planning the Resolution for the Annual General Meeting. Council understands that some owners have made these replacements in their suites previously so it will require some consideration.

**RESIDENT MANAGER REPORT**

Van Webster was present to give his report for the November Strata Council meeting as follows:

**Latham's / Plumbing:** Latham's will be investigating issues with the new booster pump impeller. There have been complaints regarding noise and increased pressure in the pipes once it was installed.

**Hot Water Tank:** On Friday, November 5<sup>th</sup> it was discovered that one of the tanks had a very fast leak. The water proof paint held the water and kept it from leaking into the units below.

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**Water Supply Lines:** G. Rossi Plumbing had dropped off an example of all the different hoses that will be replacing the toilet / sink and dishwasher supply lines.

**Generator Service:** The annual generator maintenance check was done on Tuesday, November 9<sup>th</sup> by Simpson Maxwell. A new heater is required. Fire Pro has installed a new heat detector. A high temp one was selected that won't "pop" just from running the generator.

**Fire-Pro:** The annual fire alarm inspection was done by Fire-Pro during the week of Oct. 11<sup>th</sup> to 15<sup>th</sup>. They did the in suite smoke detectors on Oct 13<sup>th</sup>. Only 4 of the suites inspected needed new smoke detectors. Fire Pro was here Nov. 17<sup>th</sup> to do the winterization of garage parking. A fire pump leak will have to be addressed.

**Gym:** Pumphouse Fitness says the Flex Trainer unit will be installed in the gym late next week.

**Pinball Machine:** Mark Ferris wants to sell the Strata his pinball machine for \$1,500.00. Council will have to decide.

**Move-in Door:** This door should have a panic bar installed with an alarm or that will go off if held open. Contractors or movers will have to contact the Resident Manager to shut off the alarm. Another suggestion was to reposition the camera by the bike room to view this door as well.

**21<sup>st</sup> Floor Unit:** It was brought to the Resident Managers attention on Friday, November 12<sup>th</sup> that a contractor was tiling over a whole suite. They were told to stop and that the tiles would have to be removed. The owner was called and he agreed to do so.

**Noise Complaints:** November 13<sup>th</sup> – 21<sup>st</sup> floor constant noise regarding load "jack hammer" sounds. October 30<sup>th</sup> – 25<sup>th</sup> floor constant noise of a worker working late. 4<sup>th</sup> floor noise nuisance complaint. All were dealt with directly.

**Fob Registration:** It's time for a fob audit. The instructions will be posted in the elevators this month. There is a new registration form that everybody can fill that out as well.

**Parking Pass:** A parking pass that all contractors have to sign daily and place on their dash is in place now explaining their responsibilities concerning security concerns and City Crest Bylaws.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was MOVED/SECONDED (Ho/Brown) to approve the Minutes of the Council Meeting held September 30, 2010 as circulated. CARRIED. Subject to the following correction:

The "Floods" section of the Resident Manager's report should read as follows:

**Floods:** There have been [4] toilet supply lines fail in just over a year.

- [2] The 23<sup>rd</sup> floor flood. [the valve failed as the toilet was off and it was not hooked up. ...because it was 17yrs old the rubber seal in the valve broke down under the pressure because it wasn't hooked up to the tank.] Now that we are at 50K deductible the owner had to deal with this on her own. There were many complaints from people who suffered flood damage on how long things took to get repaired and the lack of communication from the insurance companies.

It was also noted that the September 2010 financial statements were approved but were omitted from the Minutes.

**APPROVAL OF FINANCIAL STATEMENTS**

Dana Willmer reported that the CRF and Operating budget were healthy at this time with nothing untoward to report.

It was MOVED/SECONDED (Willmer/Scory) to approve the financial statements for October, 2010 as prepared by Crosby Property Management Ltd. CARRIED.

**REPORT ON UNAPPROVED EXPENDITURES**

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

Council noted that there is an overage in the cost of the window replacement project as discussed in previous Minutes. The final accounting has not been completed yet, but Council is aware that the project is approximately \$30,000.00 over budget. Some of the cost will be recovered by the Operating Budget and some by the Contingency Reserve Fund, which will have to be ratified by the owners at the upcoming Annual General Meeting.

**REVIEW OF ACCOUNTS RECEIVABLE**

The Council reviewed the accounts receivable report. It was MOVED/SECONDED (Willmer/Brown) to move forward with a foreclosure on a strata lot should arrears payments not be made in a timely manner as per an agreement scheduled by Clark Wilson. CARRIED. No new liens were approved by Council at this meeting.

**REPORT ON LITIGATION**

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. **Directives**

Council reviewed the directives list and found all to be in order. Any work in progress items will be dealt with under Business Arising in these Minutes.

2. **Accurate Glass Update**

Council is aware that the project is completed. The Council President informed the Strata Manager that any payment of the hold back be held back until any outstanding repairs for in-suite damages are conducted and completed satisfactorily by the trade.

3. **Gym Procedures Update**

Bill Semrau informed Council that he is reviewing procedures for use of the gym facilities. The equipment issues have been dealt with. Any further discussion was tabled to the next meeting.

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4. Window Cleaning

Council noted that this project has been completed satisfactorily by Courtesy Window Cleaners.

5. Dryer Vent Damage Repairs

Council agreed to look at the expenses incurred to repair ceiling damage done to an irreparable dryer vent in a unit. Further discussion was tabled to the next meeting.

6. Elevator Phone Inspection

This item is a carry forward and will be completed by Webb Communications at their earliest availability.

**CORRESPONDENCE**

Correspondence had been sent to an owner in regards to a parking and parkade security infraction. There was no response from the owner therefore a second Bylaw/Rule contravention letter will be sent to them with a fine applied to their strata account.

Correspondence was received from a tenant refuting a noise complaint. The points of the email being valid, Council agreed to waive the fine associated with this complaint. A letter will be sent in this regard as well as to ensure the tenant, and owner, understand that any subsequent complaints will be dealt with seriously.

Residents/Owners are welcome to fax, mail or e-mail all correspondence directly to the Strata Manager c/o Crosby Property Management Ltd., Attention: Sue Matthews, Suite 600-777 Hornby Street, Vancouver, BC V6Z 1S4 – Fax: (604) 689-4829 [smatthews@crosbypm.com](mailto:smatthews@crosbypm.com) or call (604) 683-8900.

**NEW BUSINESS**

1. Website Maintenance

George Brown was informed that the gmail account has become defunct. Mr. Brown has agreed to set up a new strata website and any future information in this regard will be posted in the building and also in the Minutes of the next Council meeting.

2. Procedures for Renovations

Council is concerned with Bylaw contraventions by trades and owners regarding renovations in the building. Their patience is wearing thin in this regard. Council will be reviewing the Bylaws regarding cleanliness, security, wear and tear, and certification of trades for consideration at the next Annual General Meeting. Further discussion was tabled to the next meeting pending suggestions to be considered for the Annual General Meeting.

3. Landscape Quotes

Quotes provided by Para Space for tree replacement and soil augmentation will be budget considerations for the next Annual General Meeting. Further discussion was tabled until that time.

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4. Garage Gate Contract

A contract for regular maintenance was presented to the Council. Council agreed to consider this item at their budget meeting pending the Annual General Meeting of the Corporation. Further discussion was tabled until the next meeting.

5. Fire Alarm Testing

Van Webster informed Council that annual testing was completed by Fire-Pro as requested. The report is pending and deficiencies will be dealt with as required.

6. Unapproved Renovations

It was brought to Council's attention that a unit on the 21<sup>st</sup> floor had been installing too much tile in the unit which is in contravention of the Bylaws of the Corporation. The owner was informed and the excess tile was subsequently removed and replaced with laminate flooring which is an approved flooring material.

Owners are reminded of the following Bylaw #9.12 in this regard:

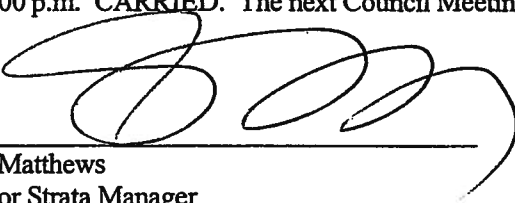
9. **Renovations/Alterations**

**9.12 Owners may only install tiling in their residential strata lot in the entrance way, kitchen area, and bathroom(s). Owners who install tiling in other areas in their strata lot without the express written permission of the strata council will be asked to remove the tile and replace it with carpeting, hardwood, or laminate flooring. No bare concrete floors (stained or otherwise) are permitted in strata lots.**

7. Christmas Window Painting

Council agreed not to do the Christmas window painting this year but rather it was suggested that a tree be purchased and decorated for the lobby. It was **MOVED/SECONDED** (Scory/Brown) to approve a budget of up to \$500.00 for this purpose. **CARRIED.**

There being no further business, it was **MOVED/SECONDED** (Scory/Brown) to terminate the meeting at 7:00 p.m. **CARRIED.** The next Council Meeting is scheduled for January 27, 2011.



Sue Matthews  
Senior Strata Manager  
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General Office # (604) 683-8900 (24 Hours)  
[www.crosbypm.com](http://www.crosbypm.com)

<p><b>Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.</b></p>
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Rec'd Oct 20, 2010

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<b>COUNCIL IN ATTENDANCE:</b>	George Brown	President
	Dana Willmer	Treasurer
	Bill Semrau	
	Lynne Scory	
<b>REGRETS:</b>	Peter Litherland	Vice President/Secretary/Privacy Officer
	Don Ho	Commercial Section Representative
<b>RESIDENT MANAGER:</b>	Van Webster	
<b>GUESTS:</b>	Carolyn Farrell	Strata Lot 58
	Gary Mahler	Strata Lot 59
	Deborah Headley	Strata Lot 23
	Ken Churchill	Strata Lot 124
<b>SENIOR STRATA MANAGER:</b>	Sue Matthews	Crosby Property Management Ltd.

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The meeting was called to order at 5:00 p.m. by the Council President, George Brown.

**GUEST BUSINESS**

An owner was present to request that council consider reversing a fine on his unit for a noise complaint. Council thanked the owner for his time and agreed to consider his rebuttal.

A tenant was present to note a complaint regarding commercial trucks repeatedly misusing the parking facility off the lane. Council thanked the tenant for his input and will take it under advisement.

**RESIDENT MANAGER REPORT**

Congratulations George on becoming our new President!

**Glass Project:** Accurate Glass finished Tues. September 28<sup>th</sup>. This project started on June 4<sup>th</sup> on the V pointing out on Davie St. aligning the 02 unit windows and preceded clockwise from there and finished on the bedroom windows of the 01 units. We were surprised by the amount of glass breakage that occurred during the window alignment process which caused the project to go over budget. The breakage was much less once they got away from the windows facing the sun. The crew was excellent except for

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one employee that I asked to not return to this job. We had very few complaints but there was damage to a leather couch in 1404 and a damaged hardwood floor in 2304 when they moved the bed. Accurate Glass was quick to deal with both of these issues. I was able to witness every move of the davit arms and they worked fantastic. This job would have been a nightmare without them. Every davit arm anchor mount was used as they went to all the positions around the building.

**Penthouse Access:** I mentioned in the last manager report the idea of a 30ft. permanent mounted ladder from the roof to the lower deck of units on the 29<sup>th</sup> floor. Both of these owners get inundated with workers having to walk through there home to install davit arms adjust ropes, window washers, caulking work etc. I just watched the Suspended Stages guys move the davit arms through a glass roof hatch. It is a very tight fit but it works. We need to purchase a folding 25ft ladder for access to these Penthouse upper decks and one permanently mounted 30ft ladder for the lower decks. These two PH owners enjoy some privacy.

**Latham's / Plumbing:** The work done on the 20<sup>th</sup> floor PRV leaking flange was completed on August 16<sup>th</sup>. There were two different estimates sent to us. They were able to do the job without replacing the large shutoff valve as per first estimate. The **booster pump** was pulled out Aug. 10<sup>th</sup> and we ordered a back up impeller as this takes the lions share of the time on this annual maintenance to our water supply. I called Latham's and they plan to install the reconditioned pump on Oct. 12<sup>th</sup>. These impellers are breaking down much faster than they do when compared to a modern booster package. A new booster package is approximately 20K. If the second pump fails: we have no water supply. A modern booster package does not run wide open 24/ 7 as ours does but rather slows down and even shuts off at night when demand is very low. There is a roof tank to take care of the very low demand while it is off.

**Floods:** There have been [4] toilet supply lines fail in just over a year.

- [1] The huge 24<sup>th</sup> floor flood. [plastic nut with very little thickness broke]
- [2] The 23<sup>rd</sup> floor flood. [the valve failed as the toilet was off and it was not hooked up. ...because it was 17yrs old the rubber seal in the valve broke down under the pressure because it wasn't hooked up to the tank.] Now that we are at 25K deductible the owner had to deal with this on her own. There were many complaints from people who suffered flood damage on how long things took to get repaired and the lack of communication from the insurance companies.
- [3] 7<sup>th</sup> floor: A resident was in the shower when her toilet line broke and water was spraying everywhere. She had the presence of mind to shut off the tap. I have this toilet line in my office. No flood damage. If she was not home we would have had a flood into the lounge again.
- [4] 20<sup>th</sup> floor: A resident told me his toilet line broke when he was at home as well. He is a house builder and just fixed it and never reported it to me. The only reason I found out is because I was telling him about the 7<sup>th</sup> floor situation that had just happened in early August.

**Toilet Supply Lines:** We need to make replacing these and installing the new inline a valve mandatory. If we make it optional we will probably get less than half done...recipe for a flood.

**Security:** This building has calmed down so much since I first started here, but security will always be my number one concern as your building manager.



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August, 2010 as prepared by Crosby Property Management Ltd. CARRIED.

**REVIEW OF ACCOUNTS RECEIVABLE**

Council reviewed the accounts receivable report. One account is heavily in arrears with unpaid fees for a lengthy period. A lien is already in place. Council discussed further steps to collect, namely a forced sale of the property. It was MOVED/SECONDED (Willmer/Semrau) to have Clark Wilson send a demand letter noting the next step as forced sale of the unit if the balance is not paid as per the lawyer's instructions. CARRIED. The Strata Manager will put the request through to Clark Wilson.

**REPORT ON UNAPPROVED EXPENDITURES**

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

**REPORT ON LITIGATION**

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. **Directives**

Council reviewed the directives list and found all to be in order.

2. **Accurate Glass Update**

Council discussed the status of the window replacement project. Mr. Webster had noted the work finished on September 28<sup>th</sup>. Final accounting on the project is still pending. The costs were higher on the south east elevation than anticipated, but the rest of the project was in line with expectations. It was MOVED/SECONDED (Willmer/Scorey) to pay the two invoices already received from Accurate Glass totalling \$61936.00 (including taxes), less a 10% holdback. CARRIED. Accurate Glass is in the process of dealing with property damage in two units, directly with the owners. Council wishes to ensure those owners are satisfied with the repairs before final payment is made.

3. **Gym Procedures - update**

Bill Semrau informed Council that he is reviewing the equipment currently in place in the gym for potential upgrades. The free weights will not be replaced any time soon. Rules for use of the facility are also being reviewed. Further discussion was tabled to the next meeting.

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**City Crest upgrade?:** The hallways are looking dated. The wallpaper is dirty / ripped and marked up on most floors. Every now and then someone will say. "Are they going to update the lobby and hallways sometime? I checked out that picture to put above the mail boxes. The guy said they are getting a new one with the new BC Place roof superimposed in. It might be available now. Council agreed to purchase that picture. How about a historical picture of Yaletown above the junk mail counter?

**Carpet Stains:** If we purchase a carpet spray extractor, myself or the weekend cleaners can keep up to speed on the stains from dogs and coffee/ alcohol / pizza etc. Clean Machines provide excellent German made units. The electric carpet sweeper you see me working with every day was from them. Their vacuums are the best commercial units on the market. When the carpet sweeper needed a new clutch they gave me great service. The spray extractor can be viewed at [cleanmachines.ca](http://cleanmachines.ca)

**New Web Page:** A virtual tour of our different floor plans would be a huge bonus to buyers and sellers alike. If we had a simple tab for people to click on: for example [BBQ Reservations]: it would make life more simple for me as well.

**Gym:** The cage sits there using up space. Pumphouse Fitness has had great feedback from the schools and community centers where they have installed the Functional Trainer. The cable unit we have in the corner is costing us about \$800/yr in cable replacement costs. The Functional Trainer would be an excellent addition to the gym and is very safe and quite. The cost of this excellent unit is \$3,900.

**Additional Cameras:** Visitor parking would no longer be an issue if we had a camera installed in the garage facing the 8 parking spaces. The infractions happen in the evenings and weekends when I'm off. The cameras are never off. Thanks to our new DVR I can quickly see when things happen. It would be very easy to write down the time a car parked and just forward the DVR 12 hrs.

**Exit door by garbage room:** This door should be made emergency exit only. This door should have a camera on it as well. People moving in or out would be more careful with a watchful camera on them.

#### **APPROVAL OF COUNCIL MEETING MINUTES**

It was MOVED/SECONDED (Willmer/Brown) to approve the Minutes of the Council Meeting held July 29, 2010 as circulated. CARRIED, subject to the following correction:

The Rule brought in on #5 (Move In & Move Out) under New Business should read as follows:

#### **Move In & Move Out**

*A refundable damage deposit of \$400.00 is payable to the strata corporation by all incoming and outgoing residents.*

#### **APPROVAL OF FINANCIAL STATEMENTS**

Dana Willmer reported that the CRF and Operating budget were healthy at this time with nothing untoward to report. It was MOVED/SECONDED (Willmer/Scorey) to approve the financial statements for July and

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**4. Latham's Quotes – isolation valves and pressure reducing valve assembly repair quote**

Council reviewed all three quotes to replace shutoff valves in suites. Latham's and PML were the highest, G. Rossi the most reasonable. Further discussion involved how best to move forward with this work. Two options were discussed: either the owners would pay for it themselves or deal directly with G. Rossi, or the strata would take over the project making it compulsory for all units and collect the funds for payment of the repairs by special levy. A 3/4 vote of the owners at the next Annual General meeting would be required. As Council is concerned with floods in the building and the increasing insurance deductibles, it was MOVED/SECONDED (Willmer/Scorey) to approve doing the project by special levy with a 3/4 vote of the owners. CARRIED. The Strata Manager will ensure the appropriate resolution is included to this effect in the Annual General Meeting notice. In the meantime, council requested that G. Rossi provide them with samples of materials to be used for the next meeting. Council wants to ensure the proper materials are installed in the units.

**CORRESPONDENCE**

The Strata Council reviewed correspondence on charge backs, garbage issues, request to reverse fines, noise complaints and date corrections. Council discussed the reversal of fines regarding the garbage issues. It was MOVED/SECONDED not to waive the fines, as the issue has been repeated several times in the past. CARRIED. After discussion on the noise issue, it was then MOVED/SECONDED (Scorey/Brown) to reverse the noise fine. CARRIED. No further action was required on the part of Council.

Residents/Owners are welcome to fax, mail or e-mail all correspondence directly to the Strata Manager c/o Crosby Property Management Ltd., Attention: Sue Matthews, Suite 600-777 Hornby Street, Vancouver, BC V6Z 1S4 – Fax: (604) 689-4829 [smatthews@crosbypm.com](mailto:smatthews@crosbypm.com) or call (604) 683-8900.

**NEW BUSINESS**

**1. Toilet Supply Line Issue 7<sup>th</sup> Floor**

Council was informed of a supply line failure discovered in a unit by the owner before damage was caused to the unit or neighbouring units. This only reconfirmed the Council's decision to have the lines and shut offs done as previously discussed in the meeting.

**2. Window Cleaning**

Council reviewed an updated quote from Sea To Sky to clean the windows in the building this fall. Council approved the work and requested that the trade provide a quote to include all balcony railing glass (exterior) for the cleaning to be scheduled for spring. The Strata Manager will make the arrangements.

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3. **Leak on 15<sup>th</sup> Floor**

Council was informed that the cause of the damage was a running tap left unattended. Damage repairs will be charged back to the owner.

4. **Dryer Vent Issues**

Council was informed that an owner was having repeated problems with his dryer vent. Power Vac had been to the unit and cleaned the vent again but it would not resolve recurring issues. The owner has since replaced his dryer with a condensing model, not requiring venting, at his own expense.

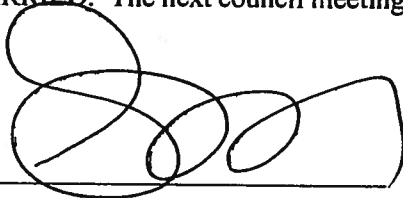
5. **Cold Water Booster Pump Repair**

Council was informed that the work, previously approved, is scheduled for October 12, 2010 by Latham's.

6. **Bylaw Review**

Council discussed reviewing bylaws for move-ins/outs and visitor parking that would be ready for 3/4 vote of the owners at the next Annual General Meeting. The Strata Manager will gather the required information for council to discuss at the next council meeting.

There being no further business, it was MOVED/SECONDED (Scorey/Brown) to terminate the meeting at 6:50 p.m. CARRIED. The next council meeting is scheduled for November 18, 2010.



Sue Matthews  
Senior Strata Manager  
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CROSBY PROPERTY MANAGEMENT LTD.  
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[www.crosbypm.com](http://www.crosbypm.com)

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**MINUTES  
OF THE ANNUAL GENERAL MEETING  
THE OWNERS STRATA PLAN LMS 1114  
CITYCREST**

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Held on Tuesday, April 13, 2010  
Within The Lounge, 1155 Homer Street, Vancouver, B.C.

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The meeting was called to order at 7:00 p.m. by the President, Mark Ferris.

Crosby Property Management Ltd. was represented by, Licensed Senior Strata Agent, Roger Brandon.

**CALLING THE ROLL AND CERTIFICATION OF PROXIES**

The attendance register confirmed at the time of commencement of the meeting there were 18 eligible voters in attendance and 31 represented by proxy for a total of 49 votes represented. The quorum requirements had been achieved, and the meeting proceeded.

**PROOF OF NOTICE & RECEIPT OF FINANCIAL STATEMENTS**

It was moved/seconded that the notice dated March 23, 2010 complied with the notice requirements and that the financial statements had been received. CARRIED.

**APPROVAL OF GENERAL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Annual General Meeting held April 2, 2009 as circulated. CARRIED.

**REPORT ON INSURANCE COVERAGE**

The Strata Agent mentioned that the water deductible for the Strata Corporation was currently \$50,000.00 and owners should ensure they had the proper homeowners/tenant coverage for the deductible portion on their own policy. Owners can contact BFL Canada (604) 669-9600 (Lana) and ask about their Regal Homeowners policy.

It was moved/seconded that the report on insurance coverage had been received. CARRIED.

**STRATA CORPORATION INSURANCE COVERAGE**

The Strata Corporation's policy typically "insures against all risks of direct physical loss or damage to the property insured", subject to exclusions and applicable deductible.

Insured property is the building as it was delivered by the developer at the time of completion of construction. Insured property includes the fixed structure, permanently installed original fittings and fixtures, mechanical equipment and machinery, fire suppression systems and common assets.

The Strata Corporation's policy notable does **NOT** provide coverage for loss or damage to:

- \* Strata Lot owner's and/or tenant's personal property,
- \* Strata Lot owner's betterments and/or improvements to strata lot,
- \* Strata Lot owner's and/or tenant's additional living expenses,
- \* Strata Lot owner's rental income loss.

#### **STRATA LOT OWNER AND/OR TENANT INSURANCE COVERAGE RECOMMENDATION**

It is recommended that all Strata Lot owners and/or tenants acquire the applicable coverage:

- \* **Personal property**, such as furniture, clothing and similar personal property in the Strata Lot or designated storage space in the building, subject to a deductible.
- \* Strata Lot **betterments and/or improvements** completed at a Strata Lot owner's expense, such as upgraded flooring, millwork, fixtures, etc.
- \* **Additional Living Expenses** incurred by a resident as a result of the insured premises being uninhabitable as a direct result of an insured loss or damage.
- \* **Loss of rental income** incurred by a Strata Lot owner as a result of the insured premises being uninhabitable by the tenant as a result of an insured loss or damage.
- \* **Strata Corporation's Deductible Chargeback (e.g. Water, Fire)** incurred in the event of a claim that originated from within an owner's Strata Lot.

#### **\*\*Example\*\***

In a rental situation there are three separate parties therefore **there** should be three separate insurance policies (Strata Corporation Policy, Owner's Policy and Tenant's Policy).

Claim Example: "Property Damage" (i.e. Water damage or fire in a Strata Lot)

- \* The Strata Corporation's insurance policy handles the damage to the building's common areas subject to the applicable deductible;
- \* The Strata Lot owner's policy in a rental situation handles the damage to betterments / improvements and loss of rental income. The Strata Lot owner's policy in an owner occupied Strata Lot handles damage to the Betterments and Improvements, Damage to Personal Contents And Additional Living Expenses for the owner.
- \* The tenant's insurance policy handles damage to Personal Contents and Additional Living Expenses if the tenant has to move out as a result of the damage.

#### **PRESIDENT'S REPORT**

The President, Mark Ferris thanked the owners present for attending the Annual General Meeting and introduced the members of the Council, and Strata Agent to the owners. The President mentioned it had been a very good year and there were no proposed strata fee increases nor any levies for the forthcoming fiscal period. The President mentioned that the new double garage doors had an immediate effect on etiquette with respect to owners stopping to ensure the garage doors were closed after entering and exiting the parkade which in turn, increased security within the parkade and building.

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The Owners Strata Plan LMS 1114  
Held on April 13, 2010**

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It was noted that extra security had been provided to City Crest during the Olympic period with no incidents to report. The Resident Manager, Van Webster, was given thanks for doing a good job reminding residents to wait for the garage gate to close after them.

The President mentioned that the new davit arm system, which had been installed on the roof of the building, was expected to pay for itself during the next year or so. It was noted that it would save the Strata Corporation an expected \$6,000.00 during the window refurbishment project alone. The President reported that caulking had been done on the townhouses and the lounge had been refurbished during the past year – and a new treadmill had been purchased for the gym. A special thank you was given to Rick Foye for the Water Management Manual he put together for the residents.

For those owners who are interested, City Crest has a new Website ([citycreststrata.com](http://citycreststrata.com)). Access can be gained by emailing the Resident Manager to gain access to same at: [citycrest@novuscom.net](mailto:citycrest@novuscom.net) whereupon you will be provided with the appropriate access/password information.

The President mentioned that a Committee was being formed to deal with excessive noise from the gym with respect to weights being dropped on the floor which was disturbing other residents. There will likely be a form letter residents will have to sign off on (one time only) in order to be able to access the gym (acknowledging they will not drop weights on the floor). It was noted that consideration was given to installing cameras in the gym area but they were deemed to be too invasive and expensive.

The President thanked George Brown and Dana Willmer for their spearheading efforts to review costs to ensure the Strata Corporation was on the right track financially and only spending funds when necessary. The owners responded with a round of appreciative applause.

**APPROVAL OF PROPOSED OPERATING BUDGET**

The Council mentioned that with respect to the forthcoming year's operating budget, they had held the line with respect to spending; ensured suppliers were not increasing costs unwarranted; tried to avoid increasing strata fees and not incur any levies; and continue to fund the Contingency Reserve. It was noted that the HST would have to be dealt with this year and next – and that due to the HST and rising costs, that likely next year there would have to be some increase in strata fees which would be unavoidable.

It was moved/seconded to approve the proposed operating budget(s) as circulated for the fiscal year January 1, 2010 to December 31, 2010.

After a review of the Residential budget the Chairperson called for the vote, the result being 44 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. CARRIED.

After a review of the Commercial budget the Chairperson called for the vote, the result being 5 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. CARRIED.

After a review of the Joint budget the Chairperson called for the vote, the result being 49 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. CARRIED.

**PAYMENT OPTIONS (Monthly Strata Fees ONLY):**

1. **OWNERS CURRENTLY ON PRE-AUTHORIZED PAYMENT (PAD):** There is no action required from these owners as any new strata fees and/ or retroactive fees adjustments (if any) will be automatically adjusted.
2. **OWNERS WHO PAY BY POST-DATED CHEQUES:** Please send in 12 post-dated cheques payable to Strata Plan LMS 1114 for the new amount. Any change in strata fees is effective from January 1, 2010; therefore, owners may also be required to send in a cheque for the retroactive fees increase (if any).
3. **OWNERS WHO PAY BY AUTOMATIC E-BANKING:** Owners will have to re-submit the new strata fees amount for future months as well as any retroactive payment if necessary.

If you have any questions regarding your account, please contact Mika Goto in our accounting department at 604 - 689-6981.

**CONSIDERATION OF RESOLUTION "A" 3/4 VOTE  
TRANSFER OF TOILET SEAL FUNDS TO RESIDENTIAL CRF**

The Strata Agent mentioned that the project had been completed and this Resolution was to transfer the remaining funds to the Contingency fund to close it out.

It was moved/seconded to approve Resolution "A" as follows:

**Be it resolved** by a 3/4 vote of the owners (Residential Section Only) of the Strata Corporation LMS 1114, City Crest, in attendance at this meeting or via proxy, that the Strata Corporation be authorized to transfer the balance of the Residential Toilet Seal reserve fund in the amount of \$2,910.85 to the Residential Contingency Reserve Fund to close out this reserve.

There being no discussion, the Chairperson called for the vote, the result being 44 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. CARRIED.

**CONSIDERATION OF RESOLUTION "B" 3/4 VOTE  
TRANSFER OF GARAGE GATE CONVERSION FUNDS TO RESIDENTIAL CRF**

The Strata Agent mentioned that the project had been completed and this Resolution was to transfer the remaining funds to the Contingency fund to close it out.

It was moved/seconded to approve Resolution "B" as follows:

**Be it resolved** by a 3/4 vote of the owners (Residential Section Only) of the Strata Corporation LMS 1114, City Crest, in attendance at this meeting or via proxy, that the Strata Corporation be authorized to transfer the balance of the Garage Gate Conversion reserve fund in the amount of \$1204.61 to the Residential Contingency Reserve Fund to close out this reserve.



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There being no discussion, the Chairperson called for the vote, the result being 44 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. CARRIED.

**CONSIDERATION OF RESOLUTION "C" 3/4 VOTE  
PAINTING OF WROUGHT IRON METAL AWNINGS**

It was moved/seconded to approve Resolution "C" as follows:

**Be it resolved** by a 3/4 vote of the owners (Residential Section Only) of the Strata Corporation LMS 1114, City Crest, in attendance at this meeting or via proxy, that the Strata Corporation be authorized to expend a sum of money not exceeding \$14,000.00, inclusive of applicable taxes, for the purpose of painting the (7) iron metal awnings of the building. This project will be funded by expenditure from the Residential Contingency Reserve Fund.

Following a brief discussion, the Chairperson called for the vote, the result being 42 IN FAVOUR, 2 OPPOSED, 0 ABSTAINED. CARRIED.

**GENERAL DISCUSSION**

There was a general discussion regarding the visitor parking area noting that the current regulations allowed a maximum of 12 hours per week for visitors only. After the pros and cons were discussed with respect to alternate hours and regulations, there was a general consensus that the owners did not want any changes in the current regulations – only that they be enforced more stringently and that residents who parked in the visitor stalls (in contravention of the regulations) be towed out of the stalls (forthwith at the owner's expense). The Resident Manager to have discretion to accommodate any special requests (when possible for extended hours) from residents who had guests staying over for extended periods of time.

There was a general discussion about the upcoming continuation of the window refurbishment project. The Strata Agent mentioned that a meeting was being set with himself and the contractors in the very near future to determine the best way to define what sealed glass units owners wanted replaced during the project, to see if they can be pre-order to cut down on the installation time. A notice will be sent out to owners advising them of the procedure (gaining access to suites to measure, pricing, etc.) noting that owners would be responsible to cover the costs of any sealed glass windows they wanted replaced during the exterior refurbishment project.

**ELECTION OF EXECUTIVE COMMITTEES & STRATA COUNCIL**

It was moved/seconded that those members elected to the Executive Committees (Residential/Commercial) shall also be the council members for the Strata Corporation. CARRIED.

Those persons elected to the Executive Committees & Strata Council at this meeting will hold office until the next Annual General Meeting.

The following persons agreed to stand for their respect Executive Committees & Strata Council:

Bill Semrau	(Res)	Lynne Scory	(Res)	George Brown	(Res)
Don Ho	(Comm)	Mark Ferris	(Res)	Norman Barmeier	(Res)
Peter Litherland	(Res)	Dana Willmer	(Res)		

**Minutes of the Annual General Meeting  
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It was moved/seconded to close nominations. CARRIED.

After the ballots were counted the following were elected to the Executive Committees and Strata Council.

Bill Semrau	(Res)	Lynne Scory	(Res)	George Brown	(Res)
Don Ho	(Comm)	Mark Ferris	(Res)		
Peter Litherland	(Res)	Dana Willmer	(Res)		

There being no further business, the meeting was adjourned at 8:30 p.m.



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Roger Brandon  
Licensed Senior Strata Agent  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office #(604) 683-8900  
www.crosbypm.com

<b>Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.</b>
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## **Crosby offers convenience!**

### **1) Pre-Authorized Debit Payment (PAD)**

For owners who wish to enroll in our PAD for the 1<sup>st</sup> time, a copy of our PAD Agreement can be downloaded from our website at [www.crosbypm.com](http://www.crosbypm.com) under the “Forms” section.

### **2) OnLine/Telephone Banking**

**Crosby offers convenience!** Our office has established electronic banking relationships with the major chartered banks and all participating credit unions in BC (i.e. Vancity, Coast Capital Savings, etc.) to make it easier for you to remit your strata fees, special levies, etc.

### **I'M INTERESTED, HOW DO I DO THIS?**

1. Go to bill payment option and set up “**Crosby Property Management Ltd. (Strata)**” as a vendor.
2. You will be required to provide your Crosby personally assigned unique reference number (without dashes or spaces). This number can be found in your Crosby correspondence.
3. Enter your payment amount and payment date. You should also be able to set this up as a recurring payment every month.

### **WHEN SHOULD I MAKE MY PAYMENTS?**

It takes 1 to 3 business days for us to receive your payment depending on your financial institution. Please note it is the customer's responsibility to ensure that payments are received by Crosby Property Management Ltd. by the due date to avoid any late payment fines.



**LMS 1114 - CITY CREST**  
**JOINT USE**  
**Approved Budget**  
**Jan 01, 2010 to Dec 31, 2010**

**INCOME**

**FEES**

Operating Fund Contribution	269,493
Contingency Fund Contribution	26,949
<b>TOTAL FEES</b>	<b>296,442</b>

Bylaw/Late Pymt Fine	1,500
Rental-Strata's Suite	6,000
Trf from Other Reserves	10,007
<b>TOTAL INCOME</b>	<b>313,949</b>

**EXPENSES**

**OPERATING EXPENSES**

Audit	315
Bank Charges/Interest	160
Strata's Suite-Mortgage Payment	13,680
Strata's Suite-Property Taxes	1,500
Strata's Suite-Strata Fee	4,375
Caretaker Wages & Benefits	58,425
Electricity	35,875
Fire Equip Mtce/Monitoring	13,838
Grounds-Maintenance	18,963
Insurance	54,500
Legal Fees	1,538
Mechanical Maintenance	4,408
Miscellaneous	5,125
Repair & Maintenance	25,894
Security Services	12,300
Telephone & Pager	3,280
Water/Sewer	28,700
<b>TOTAL OPERATING EXPENSES</b>	<b>282,876</b>

Reserve-Contingency Fund	26,949
<b>TOTAL EXPENSES</b>	<b>309,825</b>

<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b>4,124</b>
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Operating Surplus (Deficit) B/F	(4,124)
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>0</b>

**LMS 1114 - CITY CREST  
RESIDENTIAL  
Approved Budget  
Jan 01, 2010 to Dec 31, 2010**

**INCOME**

**FEES**

Res-Operating Fund Contribution	248,503
Res-Contingency Fund Contribution	24,850
<b>TOTAL FEES</b>	<b>273,353</b>

Res-Move In/Out Fee Revenue	1,425
Res-Parking	1,200
<b>TOTAL INCOME</b>	<b>275,978</b>

**EXPENSES**

**OPERATING EXPENSES**

Res-Elevator Maintenance	22,345
Res-Garbage Removal	8,713
Res-Gas	58,425
Res-Management Fees	31,017
Res-Mechanical Maintenance	7,175
Res-Relief Caretaker	25,625
Res-Repair & Maintenance	76,625
Res-Security Lease	17,200
Res-Window Cleaning	11,275
<b>TOTAL OPERATING EXPENSES</b>	<b>258,400</b>

Res-Reserve-Contingency Fund	24,850
<b>TOTAL EXPENSES</b>	<b>283,250</b>

<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b>(7,272)</b>
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Res-Operating Surplus (Deficit) B/F	7,272
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<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>0</b>
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**LMS 1114 - CITY CREST  
COMMERCIAL  
Approved Budget  
Jan 01, 2010 to Dec 31, 2010**

**INCOME**

**FEES**

Comm-Operating Fund Contribution	12,811
Comm-Contingency Fund Contribution	<u>1,673</u>
<b>TOTAL FEES</b>	<b><u>14,484</u></b>

Comm-Gas-Assessment	<u>4,200</u>
<b>TOTAL INCOME</b>	<b><u>18,684</u></b>

**EXPENSES**

**OPERATING EXPENSES**

Comm-Garbage Removal	6,505
Comm-Gas	4,510
Comm-Management Fees	2,183
Comm-Repair & Maintenance	2,122
Comm-Window Cleaning	<u>1,691</u>
<b>TOTAL OPERATING EXPENSES</b>	<b><u>17,011</u></b>

Comm-Reserve-Contingency Fund	1,673
Comm-Trf to Contingency	<u>2,675</u>
<b>TOTAL EXPENSES</b>	<b><u>21,359</u></b>

<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b><u>(2,675)</u></b>
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Comm-Operating Surplus (Deficit) B/F	2,675
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b><u><u>0</u></u></b>





Apr 15, 10

**LMS 1114 - CITYCREST  
APPROVED STRATA FEES SCHEDULE  
JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
<b><u>Commercial</u></b>							
1	101 - 1143 Homer St.	114		\$84.00	\$75.82		\$159.83
2	1145 - 1155 Homer St.	147		108.32	97.77		206.09
3	1147 - 1155 Homer St.	147		108.32	97.77		206.09
4	104 - 1149 Homer St.	147		108.32	97.77		206.09
5	1151 Homer St.	153		112.74	101.76		214.50
6	106 - 1163 Homer St.	433		319.07	287.98	\$350.00	957.06
7	107 - 433 Davie St.	99		72.95	65.84		138.80
8	435 Davie St.	175		128.95	116.39		245.35
9	109 - 437 Davie St.	223		164.32	148.32		312.64
Total Commercial U/E		1,638					
<b><u>Residential</u></b>							
10	205	322	\$206.59		214.16		420.75
11	204	326	209.16		216.82		425.98
12	203	326	209.16		216.82		425.98
13	202	326	209.16		216.82		425.98
14	201	356	228.40		236.77		465.18
15	304	199	127.68		132.35		260.03
16	305	279	179.00		185.56		364.56
17	306	219	140.51		145.66		286.16
18	301	291	186.70		193.54		380.24
19	302	196	125.75		130.36		256.11
20	303	207	132.81		137.67		270.48
21	404	199	127.68		132.35		260.03
22	405	279	179.00		185.56		364.56
23	406	219	140.51		145.66		286.16
24	401	291	186.70		193.54		380.24
25	402	196	125.75		130.36		256.11
26	403	207	132.81		137.67		270.48
27	504	199	127.68		132.35		260.03
28	505	279	179.00		185.56		364.56
29	506	219	140.51		145.66		286.16

**LMS 1114 - CITYCREST**  
**APPROVED STRATA FEES SCHEDULE**  
**JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
30	501	291	186.70		193.54		380.24
31	502	196	125.75		130.36		256.11
32	503	207	132.81		137.67		270.48
33	604	199	127.68		132.35		260.03
34	605	279	179.00		185.56		364.56
35	606	219	140.51		145.66		286.16
36	601	291	186.70		193.54		380.24
37	602	196	125.75		130.36		256.11
38	603	207	132.81		137.67		270.48
39	704	199	127.68		132.35		260.03
40	705	279	179.00		185.56		364.56
41	706	219	140.51		145.66		286.16
42	701	291	186.70		193.54		380.24
43	702	196	125.75		130.36		256.11
44	703	207	132.81		137.67		270.48
45	804	199	127.68		132.35		260.03
46	805	279	179.00		185.56		364.56
47	806	219	140.51		145.66		286.16
48	801	291	186.70		193.54		380.24
49	802	196	125.75		130.36		256.11
50	803	207	132.81		137.67		270.48
51	904	199	127.68		132.35		260.03
52	905	279	179.00		185.56		364.56
53	906	219	140.51		145.66		286.16
54	901	291	186.70		193.54		380.24
55	902	196	125.75		130.36		256.11
56	903	207	132.81		137.67		270.48
57	1004	208	133.45		138.34		271.79
58	1005	304	195.04		202.19		397.23
59	1001	328	210.44		218.15		428.59
60	1002	197	126.39		131.02		257.42
61	1003	207	132.81		137.67		270.48
62	1104	208	133.45		138.34		271.79

Apr 15, 10

**LMS 1114 - CITYCREST  
APPROVED STRATA FEES SCHEDULE  
JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
63	1105	305	195.68		202.85		398.54
64	1101	326	209.16		216.82		425.98
65	1102	197	126.39		131.02		257.42
66	1103	207	132.81		137.67		270.48
67	1204	208	133.45		138.34		271.79
68	1205	305	195.68		202.85		398.54
69	1201	326	209.16		216.82		425.98
70	1202	197	126.39		131.02		257.42
71	1203	207	132.81		137.67		270.48
72	1304	208	133.45		138.34		271.79
73	1305	305	195.68		202.85		398.54
74	1301	326	209.16		216.82		425.98
75	1302	197	126.39		131.02		257.42
76	1303	207	132.81		137.67		270.48
77	1404	208	133.45		138.34		271.79
78	1405	305	195.68		202.85		398.54
79	1401	326	209.16		216.82		425.98
80	1402	197	126.39		131.02		257.42
81	1403	207	132.81		137.67		270.48
82	1504	208	133.45		138.34		271.79
83	1505	305	195.68		202.85		398.54
84	1501	326	209.16		216.82		425.98
85	1502	197	126.39		131.02		257.42
86	1503	207	132.81		137.67		270.48
87	1604	208	133.45		138.34		271.79
88	1605	305	195.68		202.85		398.54
89	1601	326	209.16		216.82		425.98
90	1602	197	126.39		131.02		257.42
91	1603	207	132.81		137.67		270.48
92	1704	208	133.45		138.34		271.79
93	1705	305	195.68		202.85		398.54
94	1701	326	209.16		216.82		425.98
95	1702	197	126.39		131.02		257.42

**LMS 1114 - CITYCREST**  
**APPROVED STRATA FEES SCHEDULE**  
**JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
96	1703	207	132.81		137.67		270.48
97	1804	208	133.45		138.34		271.79
98	1805	305	195.68		202.85		398.54
99	1801	326	209.16		216.82		425.98
100	1802	197	126.39		131.02		257.42
101	1803	207	132.81		137.67		270.48
102	1904	208	133.45		138.34		271.79
103	1905	305	195.68		202.85		398.54
104	1901	326	209.16		216.82		425.98
105	1902	197	126.39		131.02		257.42
106	1903	207	132.81		137.67		270.48
107	2004	208	133.45		138.34		271.79
108	2005	305	195.68		202.85		398.54
109	2001	326	209.16		216.82		425.98
110	2002	197	126.39		131.02		257.42
111	2003	207	132.81		137.67		270.48
112	2104	208	133.45		138.34		271.79
113	2105	305	195.68		202.85		398.54
114	2101	326	209.16		216.82		425.98
115	2102	197	126.39		131.02		257.42
116	2103	207	132.81		137.67		270.48
117	2204	208	133.45		138.34		271.79
118	2205	305	195.68		202.85		398.54
119	2201	326	209.16		216.82		425.98
120	2202	197	126.39		131.02		257.42
121	2203	207	132.81		137.67		270.48
122	2304	208	133.45		138.34		271.79
123	2305	305	195.68		202.85		398.54
124	2301	326	209.16		216.82		425.98
125	2302	197	126.39		131.02		257.42
126	2303	207	132.81		137.67		270.48
127	2404	208	133.45		138.34		271.79
128	2405	305	195.68		202.85		398.54

Apr 15, 10

**LMS 1114 - CITYCREST  
APPROVED STRATA FEES SCHEDULE  
JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
129	2401	326	209.16		216.82		425.98
130	2402	197	126.39		131.02		257.42
131	2403	207	132.81		137.67		270.48
132	2503	372	238.67		247.41		486.09
133	2501	453	290.64		301.29		591.93
134	2502	345	221.35		229.46		450.81
135	2603	335	214.93		222.81		437.74
136	2601	416	266.90		276.68		543.58
137	2602	345	221.35		229.46		450.81
138	2703	335	214.93		222.81		437.74
139	2701	355	227.76		236.11		463.87
140	2702	345	221.35		229.46		450.81
141	2803	335	214.93		222.81		437.74
142	2801	355	227.76		236.11		463.87
143	2802	345	221.35		229.46		450.81
144	PH#2	568	364.42		377.77		742.19
145	2901	562	360.57		373.78		734.35
Total Residential U/E		35,505					
Total U/E		37,143					
			\$22,779.52	\$1,206.99	\$24,703.38	\$350.00	\$49,040.17
Yearly Strata Fees			\$273,354.24	\$14,483.88	\$296,440.56	\$4,200.00	\$588,482.04

**Note:**

This fees schedule includes 10.00% CRF contribution from Residential section operating fund for each Residential strata lot.

This fees schedule includes 13.06% CRF contribution from Commercial section operating fund for each Commercial strata lot.

This fees schedule includes 10.00% CRF contribution from Joint section operating fund for each strata lot.





March 23, 2010

TO ALL OWNERS  
STRATA PLAN LMS 1114  
CITYCREST  
VANCOUVER, B.C.

Dear Owner:

**RE: ANNUAL GENERAL MEETING**

Please find enclosed the Notice of Meeting together with an Agenda, a Proxy Form and other information which you should bring with you to the meeting for reference.

We wish to take this opportunity to remind you that your strata bylaws may state that **no owner is entitled to vote at a General Meeting unless all strata fees have been paid in full**. You would then need to ensure that your account is up-to-date, as no payment can be made at the actual time of the meeting, unless in the form of a cheque.

If you are unable to attend this meeting, please complete the attached Proxy Form and forward it to a representative of your choice who will be attending the meeting, thereby enabling your representative to vote on your behalf. We encourage all owners to be represented at this meeting.

If you require further information or assistance regarding the foregoing or attached, please do not hesitate to contact me.

Yours truly,

CROSBY PROPERTY MANAGEMENT LTD.  
Agent for the Owners

Roger Brandon  
Licensed Senior Strata Agent  
Direct Line: (604) 689-6952

LRB/kh

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TO ALL OWNERS  
STRATA PLAN LMS 1114  
CITYCREST  
VANCOUVER, B.C.

**NOTICE OF THE ANNUAL GENERAL MEETING**

**DATE:** Tuesday April 13, 2010  
**TIME:** 7:00 pm - Registration commences at 6:30 pm  
**PLACE:** The Lounge, 1155 Homer Street, Vancouver, B.C.

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**AGENDA:**

1. The Chairperson calls the meeting to order at 7:00pm.
2. Calling of the roll and certification of proxies.
3. Proof of Notice of Meeting or waiver of notice and acknowledgement of receipt of financial statements (attached).
4. Approval of the Minutes of the Annual General Meeting held on April 2, 2009 (as previously circulated).
5. President's Report.
6. Acknowledgement of receipt of report on insurance coverage (attached).
7. Approval of the proposed Operating Budget (attached).
8. Consideration of Resolution "A" 3/4 VOTE (attached). *Transfer of Toilet Seal Funds to Residential CRF.*
9. Consideration of Resolution "B" 3/4 VOTE (attached). *Transfer of Garage Gate Conversion Funds to Residential CRF.*
10. Consideration of Resolution "C" 3/4 VOTE (attached). *Painting of Wrought Iron Metal Awnings.*
11. General Discussion.
12. Election of Executive Committees & Strata Council.
13. Adjournment.





International Risk and Insurance Services

**SUMMARY OF COVERAGES**

<b>Named Insured:</b>	The Owners, Strata Plan LMS1114, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners.
<b>Project Name:</b>	CITYCREST

<b>Property Manager:</b>	Crosby Property Management Ltd.	<b>Policy Period</b>	December 31, 2009 to December 31, 2010
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**Coverage: From December 31, 2009 To December 31, 2010**

Policy Number:	Coverages	Subscribers
BFL04LMS1114	PROPERTY  EXTERIOR GLASS CRIME COMMERCIAL GENERAL LIABILITY CONDOMINIUM DIRECTORS & OFFICERS LIABILITY EQUIPMENT BREAKDOWN POLLUTION LIABILITY VOLUNTEER ACCIDENT	Aviva Insurance Company of Canada AXA Pacific Insurance Company Zurich Insurance Company Ltd Aviva Insurance Company of Canada Aviva Insurance Company of Canada Aviva Insurance Company of Canada Great American Insurance Group Zurich Insurance Company Ltd XL Insurance Company, Ltd. (Minimum and Retained) AXA Assurances Inc.

<b>Insured Locations:</b>	1143 - 1163 Homer Street, Vancouver, BC V6B 2Y1 1155 Homer Street, Vancouver, BC V6B 2Y1 433 - 437 Davie Street, Vancouver, BC V6B 2G2
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<b>Perils Insured:</b>	All risks as defined subject to \$5,000.00 Deductible Except; \$50,000.00 Deductible Sewer Backup Damage; \$50,000.00 Deductible Water Damage; 10.00% Deductible Earthquake Damage; \$10,000.00 Deductible Flood Damage; \$250.00 Deductible Lock & Key; Stated Amount Co-Insurance, Limited Guaranteed Replacement Cost; Blanket By-Laws; Data Exclusion; Terrorism Exclusion; Mould Exclusion; Losses arising out of the growing, manufacturing, processing, storing or distribution of any drug, narcotic or illegal substances or items of any kind, the possession of which constitutes a criminal offence subject to a deductible of \$50,000.
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<b>PROPERTY</b>	\$ 39,648,100 All Property \$ 10,000 Lock & Key. Subject to \$250 deductible.
<b>CRIME</b>	\$ 10,000 Comprehensive Dishonesty, Disappearance and Destruction \$ 5,000 Broad Form Money and Securities
<b>COMMERCIAL GENERAL LIABILITY</b>	\$ 10,000,000 Bodily Injury & Property Damage. Subject to \$500 deductible. \$ 10,000,000 General Aggregate Limit. Subject to \$500 deductible. \$ 10,000,000 Non-Owned Automobile \$ 1,000,000 Limited Pollution Liability. Subject to \$500 deductible.
<b>CONDOMINIUM DIRECTORS &amp; OFFICERS LIABILITY</b>	\$ 2,000,000 Claims Made Form (Including Property Manager)
<b>EXTERIOR GLASS</b>	Blanket Residential. Subject to \$500 deductible. Commercial. Subject to \$500 deductible.
<b>EQUIPMENT BREAKDOWN</b>	\$ 39,648,100 Per Occurrence Maximum Limit of Loss. Subject to \$1,000 deductible. \$ 250,000 Extra Expenses - Rents, Indemnity Period (Months): 0
<b>POLLUTION LIABILITY</b>	\$ 1,000,000 Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense. \$ 2,000,000 Subject to \$25,000 deductible. Aggregate
<b>VOLUNTEER ACCIDENT</b>	\$ 100,000 See Policy Wordings

<b>Loss Payable:</b>	To all Registered Unit Owners &/or other Mortgagees as their interest may appear and as shown in the Land Registration District Office applicable to the said Property.
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This record sheet is intended for reference only. Please refer to your polic(ies) for complete details.



**Balance Sheet (Accrual)**  
**LMS 1114 - CITY CREST - (lms1114)**  
**Months: Dec 2009**

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**Assets**

**Current Assets**

**Cash**

Petty Cash	500.00
Bank - Operating Account	14,987.86
Bank - Contingency Reserve	86,463.02
Bank - Legal/Other	10,007.07
Bank - Maintenance Reserve/Special Levy	99,213.51
Bank - Other Reserves	631.63
Bank - Special Projects	4,183.35

**Total Cash** 215,986.44

Accounts Receivable 29,297.49

Prepaid Expenses 2,249.09

**Total Current Assets** 247,533.02

**Fixed Assets**

Caretaker's Suite 260,000.00

**Total Fixed Asset** 260,000.00

**Total Assets** 507,533.02

**Liabilities & Equity**

**Liabilities**

Accounts Payable 28,574.10

Accrued Payable 6,706.98

Prepayment - Revenue 4,790.28

1st Mortgage 106,721.45

**Total Liabilities** 146,792.81

**Equity**

Caretaker's Suite Equity 153,278.55

Operating Surplus(Deficit) 5,823.58

Contingency Fund Balance 86,463.02

Maintenance Reserve/Special Levy Fund Balance 101,585.07

Reserve-Legal 10,007.07

Res-Reserve-Special Projects 2,378.45

Res-Reserve-Others 1,204.47

**Total Equity** 360,740.21

**Total Liabilities & Equity** 507,533.02

# **SCHEDULE OF RESERVES**

LMS 1114 - CITY CREST

Reporting Period Dec 2009

Period Ending 12

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## YTD Actual

### **CONTINGENCY RESERVE SCHEDULE**

Balance Forward-Prior Year	52,100.51
Res-Balance Forward-Prior Yr	43,503.65
Comm-Balance Forward-Prior Yr	4,303.22
Current Yr Contribution-Contingency	26,891.04
Res-Current Yr Contribution-Contingency	25,427.04
Comm-Current Yr Contribution Contingency	2,407.08
Interest	249.04

Total Income 154,881.58

Building Repairs	1,601.25
Res-Building Repairs	23,544.23
Trf To Other Reserve	10,000.00
Trf To Mtce Resve/SLevy	16,578.00
Res-Insurance Claim	-8,304.92
Water Damage	25,000.00

Total Expenditures 68,418.56

Contingency Fund Balance 86,463.02

### **MTCE RESERVE SCHEDULE / SP. LEVY FUND**

Balance Forward-Prior Year	2,629.71
Interest	5,484.14
Res-Special Levy	191,417.97
Trf From Contingency Reserve	16,578.00

Total Income 216,109.82

Caulking	14,058.45
Res-Window Seals	57,760.46
Res-Window Alignment	42,705.84

Total Expenditures 114,524.75

Mtce Reserve / Special Levy Balance 101,585.07

**Statement of Income & Expenses - Residential**  
**LMS 1114 - CITY CREST**  
**Reporting Period Dec 2009**  
**Period Ending 12**

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Description	MTD Actual	YTD Actual	YTD Budget	Variance	Annual Budget
<b>INCOME</b>					
<b>STRATA FEES</b>					
Res-Operating Fund Contribution	21,189	254,272	254,272	0	254,272
Res-Contingency Fund Contribution	2,119	25,427	25,427	0	25,427
<b>TOTAL STRATA FEES</b>	<b>23,308</b>	<b>279,699</b>	<b>279,699</b>	<b>0</b>	<b>279,699</b>
Res-Miscellaneous Income	175	887	0	887	0
Res-Move In/Out Fee Revenue	600	3,600	500	3,100	500
Res-Parking	100	1,275	1,200	75	1,200
<b>TOTAL INCOME</b>	<b>24,183</b>	<b>285,461</b>	<b>281,399</b>	<b>4,062</b>	<b>281,399</b>
<b>EXPENSES</b>					
<b>OPERATING EXPENSES</b>					
Res-Elevator Maintenance	1,875	20,132	21,800	1,668	21,800
Res-Fire Prevention	0	0	2,000	2,000	2,000
Res-Garbage Removal	646	8,705	8,500	-205	8,500
Res-Gas	9,679	52,801	61,800	8,999	61,800
Res-Management Fees	2,501	30,017	30,017	0	30,017
Res-Mechanical Maintenance	575	6,814	14,000	7,186	14,000
Res-Relief Caretaker	4,099	26,208	21,250	-4,958	21,250
Res-Repair & Maintenance	4,445	76,250	60,000	-16,250	60,000
Res-Security Lease	1,398	16,780	16,780	0	16,780
Res-Window Cleaning	0	5,430	10,200	4,770	10,200
<b>TOTAL OPERATING EXPENSES</b>	<b>25,218</b>	<b>243,137</b>	<b>246,347</b>	<b>3,210</b>	<b>246,347</b>
Res-Reserve-Contingency Fund	2,119	25,427	25,427	0	25,427
<b>TOTAL EXPENSES</b>	<b>27,337</b>	<b>268,564</b>	<b>271,774</b>	<b>3,210</b>	<b>271,774</b>
<b>CURRENT YR NET SURPLUS/(DEFICIT)</b>	<b>-3,154</b>	<b>16,897</b>	<b>9,625</b>	<b>7,272</b>	<b>9,625</b>
Res-Operating Surplus (Deficit) B/F	0	-9,625	-9,625	0	-9,625
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>-3,154</b>	<b>7,272</b>	<b>0</b>	<b>7,272</b>	<b>0</b>

**Statement of Income & Expenses - Commercial**  
**LMS 1114 - CITY CREST**  
**Reporting Period Dec 2009**  
**Period Ending 12**

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Description	MTD Actual	YTD Actual	YTD Budget	Variance	Annual Budget
<b>INCOME</b>					
<b>STRATA FEES</b>					
Comm-Operating Fund Contribution	1,031	12,370	12,370	0	12,370
Comm-Contingency Fund Contribution	201	2,407	2,407	0	2,407
<b>TOTAL STRATA FEES</b>	<b>1,231</b>	<b>14,777</b>	<b>14,777</b>	<b>0</b>	<b>14,777</b>
Comm-Gas-Assessment	350	4,200	4,200	0	4,200
<b>TOTAL INCOME</b>	<b>1,581</b>	<b>18,977</b>	<b>18,977</b>	<b>0</b>	<b>18,977</b>
<b>EXPENSES</b>					
<b>OPERATING EXPENSES</b>					
Comm-Garbage Removal	530	6,346	5,100	-1,246	5,100
Comm-Gas	367	4,400	4,400	0	4,400
Comm-Management Fees	176	2,113	2,113	0	2,113
Comm-Repair & Maintenance	336	1,884	5,018	3,134	5,018
Comm-Window Cleaning	0	812	1,600	788	1,600
<b>TOTAL OPERATING EXPENSES</b>	<b>1,409</b>	<b>15,556</b>	<b>18,231</b>	<b>2,675</b>	<b>18,231</b>
Comm-Reserve-Contingency Fund	201	2,407	2,407	0	2,407
<b>TOTAL EXPENSES</b>	<b>1,609</b>	<b>17,963</b>	<b>20,638</b>	<b>2,675</b>	<b>20,638</b>
<b>CURRENT YR NET SURPLUS/(DEFICI)</b>	<b>-28</b>	<b>1,014</b>	<b>-1,661</b>	<b>2,675</b>	<b>-1,661</b>
Comm-Operating Surplus (Deficit) B/F	0	1,661	1,661	0	1,661
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>-28</b>	<b>2,675</b>	<b>0</b>	<b>2,675</b>	<b>0</b>

# Statement of Income & Expenses - Joint Use

LMS 1114 - CITY CREST  
Reporting Period Dec 2009  
Period Ending 12

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Description	MTD Actual	YTD Actual	YTD Budget	Variance	Annual Budget
<b>INCOME</b>					
<b>STRATA FEES</b>					
Operating Fund Contribution	21,910	262,915	262,915	0	262,915
Contingency Fund Contribution	2,241	26,891	26,891	0	26,891
<b>TOTAL STRATA FEES</b>	<b>24,151</b>	<b>289,806</b>	<b>289,806</b>	<b>0</b>	<b>289,806</b>
Bylaw/Late Pymt Fine	175	6,819	0	6,819	0
Interest Income	4	76	0	76	0
Rental-Strata's Suite	500	6,000	6,000	0	6,000
Special Levy	0	12,122	12,124	-2	12,124
<b>TOTAL INCOME</b>	<b>24,829</b>	<b>314,822</b>	<b>307,930</b>	<b>6,892</b>	<b>307,930</b>
<b>EXPENSES</b>					
<b>OPERATING EXPENSES</b>					
Audit	0	315	315	0	315
Bank Charges/Interest	10	126	120	-6	120
Strata's Suite-Mortgage Payment	1,140	13,680	13,680	0	13,680
Strata's Suite-Property Taxes	0	1,465	1,200	-265	1,200
Strata's Suite-Strata Fee	365	4,375	4,000	-375	4,000
Caretaker Wages & Benefits	5,001	55,620	57,000	1,380	57,000
Electricity	6,596	33,867	33,800	-67	33,800
Fire Equip Mtce/Monitoring	9,204	18,797	10,000	-8,797	10,000
Grounds-Maintenance	838	16,081	17,500	1,419	17,500
Insurance	0	55,637	56,000	363	56,000
Legal Fees	105	2,087	5,000	2,913	5,000
Mechanical Maintenance	0	4,297	4,000	-297	4,000
Miscellaneous	894	10,431	7,500	-2,931	7,500
Repair & Maintenance	1,980	22,816	18,000	-4,816	18,000
Security Services	1,512	10,055	10,000	-55	10,000
Telephone & Pager	335	3,172	3,800	628	3,800
Water/Sewer	14,794	27,417	27,000	-417	27,000
<b>TOTAL OPERATING EXPENSES</b>	<b>42,774</b>	<b>280,237</b>	<b>268,915</b>	<b>-11,322</b>	<b>268,915</b>
Reserve-Contingency Fund	2,241	26,891	26,891	0	26,891
<b>TOTAL EXPENSES</b>	<b>45,015</b>	<b>307,128</b>	<b>295,806</b>	<b>-11,322</b>	<b>295,806</b>
<b>CURRENT YR NET SURPLUS/(DEFICIT)</b>	<b>-20,186</b>	<b>7,695</b>	<b>12,124</b>	<b>-4,429</b>	<b>12,124</b>
Operating Surplus (Deficit) B/F	0	-11,819	-11,819	1	-11,819
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>-20,186</b>	<b>-4,124</b>	<b>305</b>	<b>-4,429</b>	<b>305</b>





## **CITY CREST (LMS 1114)**

### **BUDGET NOTES**

The Strata Council would like to inform Owners there is no increase in strata fees for the upcoming fiscal year (January 1, 2010 to December 31<sup>st</sup>, 2010. The Council is bringing forth (see attached) a cost containment budget for the next year which will be able to absorb the proposed HST tax which comes into effect July, 2010. If the HST tax is implemented - then in the 2011 fiscal year strata fees will likely have to be increased (5% - 6%) to absorb this additional tax on most of the costs associated with running the Strata Corporation.

- The Joint budget last year had a deficit of \$4124.00 which has been carried over to this year's 2010 operating budget.
- The Residential budget had an operating surplus of \$7272.00 which has been carried over to subsidize next years (2010) operating budget.
- The Commercial budget had an operating surplus of \$2675.00 which has been transferred into the Commercial section's Contingency Reserve.

The attached Contingency Reserve Schedule shows the amounts currently in the CRF fund(s) and the impact of the three 3/4 Vote Resolutions will have on the funds – and provides an estimated year end (2010) balance.

### **RESOLUTION NOTES**

The Strata Council intends on continuing with the window refurbishment program to re-align windows as required, and to re-install the vinyl seals, the costs of which will be able to be covered by the \$96,174.31 currently in the residential window reserve account.

In addition, 7 metal awnings on top of the penthouses and townhouses are in need of painting – it is proposed the funds come out of the Residential Contingency Reserve (see Resolution "C").

There are no proposed levies for any section for the forthcoming year.

### **RESOLUTION "A" 3/4 VOTE**

#### **Transfer of Toilet Seal Funds to Residential CRF**

#### **Preamble**

The toilet seal project has now been completed and there is \$2,910.85 remaining in the account. The remaining balance of \$2,910.85 is to be transferred into the Residential Contingency Reserve Fund.

**Be it resolved** by a 3/4 vote of the owners (Residential Section Only) of the Strata Corporation LMS 1114, City Crest, in attendance at this meeting or via proxy, that the Strata Corporation be authorized to transfer the balance of the Residential Toilet Seal reserve fund in the amount of \$2,910.85 to the Residential Contingency Reserve Fund to close out this reserve.

**RESOLUTION "B" 3/4 VOTE**  
**Transfer of Garage Gate Conversion Funds to Residential CRF**

**Preamble**

The installation of the two new garage gates has been completed and there is \$1204.61 remaining in the account. The remaining balance of \$1204.61 is to be transferred into the Residential Contingency Reserve Fund.

**Be it resolved** by a 3/4 vote of the owners (Residential Section Only) of the Strata Corporation LMS 1114, City Crest, in attendance at this meeting or via proxy, that the Strata Corporation be authorized to transfer the balance of the Garage Gate Conversion reserve fund in the amount of \$1204.61 to the Residential Contingency Reserve Fund to close out this reserve.

**RESOLUTION "C" 3/4 VOTE**  
**Painting of Wrought Iron Metal Awnings**

**Preamble**

City Crest has seven iron metal awnings on the building (two on the penthouse floor and five on the town homes) which have not been repainted since their original construction and are in need of repainting. The awnings will be recoated with two coats of exterior direct-to-metal rust-inhibitive urethane enamel, in colours to match existing. This work will take place in the spring of 2010.

**Be it resolved** by a 3/4 vote of the owners (Residential Section Only) of the Strata Corporation LMS 1114, City Crest, in attendance at this meeting or via proxy, that the Strata Corporation be authorized to expend a sum of money not exceeding \$14,000.00, inclusive of applicable taxes, for the purpose of painting the (7) iron metal awnings of the building. This project will be funded by expenditure from the Residential Contingency Reserve Fund.

**LMS 1114 - CITY CREST**  
**JOINT USE**  
**Proposed Budget**  
**Jan 01, 2010 to Dec 31, 2010**

	<u>Actual to</u> <u>31-Dec-09</u> <u>( 12 Months )</u>	<u>2009/2009</u> <u>Budget</u>	<u>Proposed</u> <u>2010/2010</u> <u>Budget</u>
<b><u>INCOME</u></b>			
<b><u>FEES</u></b>			
Operating Fund Contribution	262,915	262,915	269,493
Contingency Fund Contribution	26,891	26,891	26,949
<b>TOTAL FEES</b>	<b>289,806</b>	<b>289,806</b>	<b>296,442</b>
Bylaw/Late Pymt Fine	6,819	0	1,500
Interest Income	76	0	0
Rental-Strata's Suite	6,000	6,000	6,000
Special Levy	12,122	12,124	0
Trf from Other Reserves	0	0	10,007
<b>TOTAL INCOME</b>	<b>314,822</b>	<b>307,930</b>	<b>313,949</b>
<b><u>EXPENSES</u></b>			
<b><u>OPERATING EXPENSES</u></b>			
Audit	315	315	315
Bank Charges/Interest	126	120	160
Strata's Suite-Mortgage Payment	13,680	13,680	13,680
Strata's Suite-Property Taxes	1,465	1,200	1,500
Strata's Suite-Strata Fee	4,375	4,000	4,375
Caretaker Wages & Benefits	55,620	57,000	57,000
Electricity	33,867	33,800	35,000
Fire Equip Mtce/Monitoring	18,797	10,000	13,500
Grounds-Maintenance	16,081	17,500	18,500
Insurance	55,637	56,000	54,500
Legal Fees	2,087	5,000	1,500
Mechanical Maintenance	4,297	4,000	4,300
Miscellaneous	10,431	7,500	5,000
Repair & Maintenance	22,816	18,000	22,740
Security Services	10,055	10,000	12,000
Telephone & Pager	3,172	3,800	3,200
Water/Sewer	27,417	27,000	28,700
HST Impact	0	0	6,906
<b>TOTAL OPERATING EXPENSES</b>	<b>280,237</b>	<b>268,915</b>	<b>282,876</b>
Reserve-Contingency Fund	26,891	26,891	26,949
<b>TOTAL EXPENSES</b>	<b>307,128</b>	<b>295,806</b>	<b>309,825</b>
<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b>7,695</b>	<b>12,124</b>	<b>4,124</b>
Operating Surplus (Deficit) B/F	(11,819)	(11,819)	(4,124)
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>(4,124)</b>	<b>305</b>	<b>0</b>

**LMS 1114 - CITY CREST  
RESIDENTIAL  
Proposed Budget  
Jan 01, 2010 to Dec 31, 2010**

	<u>Actual to 31-Dec-09 ( 12 Months )</u>	<u>2009/2009 Budget</u>	<u>Proposed 2010/2010 Budget</u>
<b><u>INCOME</u></b>			
<b><u>FEES</u></b>			
Res-Operating Fund Contribution	254,272	254,272	248,503
Res-Contingency Fund Contribution	25,427	25,427	24,850
<b>TOTAL FEES</b>	<b>279,699</b>	<b>279,699</b>	<b>273,353</b>
Res-Miscellaneous Income	887	0	0
Res-Move In/Out Fee Revenue	3,600	500	1,425
Res-Parking	1,275	1,200	1,200
<b>TOTAL INCOME</b>	<b>285,461</b>	<b>281,399</b>	<b>275,978</b>
<b><u>EXPENSES</u></b>			
<b><u>OPERATING EXPENSES</u></b>			
Res-Elevator Maintenance	20,132	21,800	21,800
Res-Fire Prevention	0	2,000	0
Res-Garbage Removal	8,705	8,500	8,500
Res-Gas	52,801	61,800	57,000
Res-Management Fees	30,017	30,017	31,017
Res-Mechanical Maintenance	6,814	14,000	7,000
Res-Relief Caretaker	26,208	21,250	25,000
Res-Repair & Maintenance	76,250	60,000	74,000
Res-Security Lease	16,780	16,780	16,780
Res-Window Cleaning	5,430	10,200	11,000
Res-HST Impact	0	0	6,303
<b>TOTAL OPERATING EXPENSES</b>	<b>243,137</b>	<b>246,347</b>	<b>258,400</b>
Res-Reserve-Contingency Fund	25,427	25,427	24,850
<b>TOTAL EXPENSES</b>	<b>268,564</b>	<b>271,774</b>	<b>283,250</b>
<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b>16,897</b>	<b>9,625</b>	<b>(7,272)</b>
Res-Operating Surplus (Deficit) B/F	(9,625)	(9,625)	7,272
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>7,272</b>	<b>0</b>	<b>0</b>

**LMS 1114 - CITY CREST  
COMMERCIAL  
Proposed Budget  
Jan 01, 2010 to Dec 31, 2010**

	<u>Actual to 31-Dec-09 ( 12 Months )</u>	<u>2009/2009 Budget</u>	<u>Proposed 2010/2010 Budget</u>
<b><u>INCOME</u></b>			
<b><u>FEES</u></b>			
Comm-Operating Fund Contribution	12,370	12,370	12,811
Comm-Contingency Fund Contribution	2,407	2,407	1,673
<b>TOTAL FEES</b>	<b>14,777</b>	<b>14,777</b>	<b>14,484</b>
Comm-Gas-Assessment	4,200	4,200	4,200
<b>TOTAL INCOME</b>	<b>18,977</b>	<b>18,977</b>	<b>18,684</b>
<b><u>EXPENSES</u></b>			
<b><u>OPERATING EXPENSES</u></b>			
Comm-Garbage Removal	6,346	5,100	6,346
Comm-Gas	4,400	4,400	4,400
Comm-Management Fees	2,113	2,113	2,183
Comm-Repair & Maintenance	1,884	5,018	2,000
Comm-Window Cleaning	812	1,600	1,650
Comm-HST Impact	0	0	432
<b>TOTAL OPERATING EXPENSES</b>	<b>15,556</b>	<b>18,231</b>	<b>17,011</b>
Comm-Reserve-Contingency Fund	2,407	2,407	1,673
Comm-Trf to Contingency	0	0	2,675
<b>TOTAL EXPENSES</b>	<b>17,963</b>	<b>20,638</b>	<b>21,359</b>
<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b>1,014</b>	<b>(1,661)</b>	<b>(2,675)</b>
Comm-Operating Surplus (Deficit) B/F	1,661	1,661	2,675
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>2,675</b>	<b>0</b>	<b>0</b>



**LMS1114-CITY CREST**  
**CONTINGENCY RESERVE BUDGET (s103)**  
**January 1, 2010 to December 31, 2010**

Opening Balance of Contingency Reserve Fund (CRF)	Residential	Commercial	Joint use
	\$ 53,846	\$ 6,730	\$ 25,887
Contingency Reserve Fund Contributions			
Resolution "A" - Transfer of Funds - Res-Toilet Seal Project	24,850	1,673	26,949
Resolution "B" - Transfer of Funds - Res-Garage Gate Conversion	2,911	-	-
Resolution "C" - Res-Painting of Wrought Iron Metal Awning	1,205	-	-
Transfer of Funds - Comm-Trf from 2009 Operating Surplus	(14,000)	-	-
	-	2,675	-
Estimated Balance of Contingency Reserve Fund at the end of the fiscal year	\$ 68,812	\$ 11,078	\$ 52,836

**Note: Each Strata Lot's monthly contribution to the contingency reserve fund is calculated as follows:**

unit entitlement of strata lot      x      Contingency Reserve Fund Contributions  
total unit entitlement of all strata lots

**Required Contingency Reserve Contributions under S.93 & R6.1 of the Strata Property Act is calculated as follows:**

Previous year's annual operating fund contribution = (A)	254,272	12,370	262,915
Current year's annual operating fund contribution = (B)	248,503	12,811	269,493
Contingency Reserve Fund Opening Balance= (C)	53,846	6,730	25,887
25% of (A)= (D)	63,568	3,093	65,729
100% of (A)= (E)	254,272	12,370	262,915
10% of (B)= (F)	24,850	1,281	26,949

-If (C) < (D), then CRF contribution at a minimum of (F) is required.

-If (C) = or > (D) and < (E), then the CRF contribution can be any amount

-If (C) = or > (E), then CRF contribution requires 3/4 vote.

Therefore the CRF contribution =      \$ 24,850      can be any amount      \$ 26,949





**LMS 1114 - CITYCREST**  
**PROPOSED STRATA FEES SCHEDULE**  
**JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
<b><u>Commercial</u></b>							
1	101 - 1143 Homer St.	114		\$84.00	\$75.82		\$159.83
2	1145 - 1155 Homer St.	147		108.32	97.77		206.09
3	1147 - 1155 Homer St.	147		108.32	97.77		206.09
4	104 - 1149 Homer St.	147		108.32	97.77		206.09
5	1151 Homer St.	153		112.74	101.76		214.50
6	106 - 1163 Homer St.	433		319.07	287.98	\$350.00	957.06
7	107 - 433 Davie St.	99		72.95	65.84		138.80
8	435 Davie St.	175		128.95	116.39		245.35
9	109 - 437 Davie St.	223		164.32	148.32		312.64
Total Commercial U/E		<u>1,638</u>					
<b><u>Residential</u></b>							
10	205	322	\$206.59		214.16		420.75
11	204	326	209.16		216.82		425.98
12	203	326	209.16		216.82		425.98
13	202	326	209.16		216.82		425.98
14	201	356	228.40		236.77		465.18
15	304	199	127.68		132.35		260.03
16	305	279	179.00		185.56		364.56
17	306	219	140.51		145.66		286.16
18	301	291	186.70		193.54		380.24
19	302	196	125.75		130.36		256.11
20	303	207	132.81		137.67		270.48
21	404	199	127.68		132.35		260.03
22	405	279	179.00		185.56		364.56
23	406	219	140.51		145.66		286.16
24	401	291	186.70		193.54		380.24
25	402	196	125.75		130.36		256.11
26	403	207	132.81		137.67		270.48
27	504	199	127.68		132.35		260.03
28	505	279	179.00		185.56		364.56
29	506	219	140.51		145.66		286.16
30	501	291	186.70		193.54		380.24

**LMS 1114 - CITYCREST**  
**PROPOSED STRATA FEES SCHEDULE**  
**JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
31	502	196	125.75		130.36		256.11
32	503	207	132.81		137.67		270.48
33	604	199	127.68		132.35		260.03
34	605	279	179.00		185.56		364.56
35	606	219	140.51		145.66		286.16
36	601	291	186.70		193.54		380.24
37	602	196	125.75		130.36		256.11
38	603	207	132.81		137.67		270.48
39	704	199	127.68		132.35		260.03
40	705	279	179.00		185.56		364.56
41	706	219	140.51		145.66		286.16
42	701	291	186.70		193.54		380.24
43	702	196	125.75		130.36		256.11
44	703	207	132.81		137.67		270.48
45	804	199	127.68		132.35		260.03
46	805	279	179.00		185.56		364.56
47	806	219	140.51		145.66		286.16
48	801	291	186.70		193.54		380.24
49	802	196	125.75		130.36		256.11
50	803	207	132.81		137.67		270.48
51	904	199	127.68		132.35		260.03
52	905	279	179.00		185.56		364.56
53	906	219	140.51		145.66		286.16
54	901	291	186.70		193.54		380.24
55	902	196	125.75		130.36		256.11
56	903	207	132.81		137.67		270.48
57	1004	208	133.45		138.34		271.79
58	1005	304	195.04		202.19		397.23
59	1001	328	210.44		218.15		428.59
60	1002	197	126.39		131.02		257.42
61	1003	207	132.81		137.67		270.48
62	1104	208	133.45		138.34		271.79
63	1105	305	195.68		202.85		398.54
64	1101	326	209.16		216.82		425.98

**LMS 1114 - CITYCREST**  
**PROPOSED STRATA FEES SCHEDULE**  
**JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
65	1102	197	126.39		131.02		257.42
66	1103	207	132.81		137.67		270.48
67	1204	208	133.45		138.34		271.79
68	1205	305	195.68		202.85		398.54
69	1201	326	209.16		216.82		425.98
70	1202	197	126.39		131.02		257.42
71	1203	207	132.81		137.67		270.48
72	1304	208	133.45		138.34		271.79
73	1305	305	195.68		202.85		398.54
74	1301	326	209.16		216.82		425.98
75	1302	197	126.39		131.02		257.42
76	1303	207	132.81		137.67		270.48
77	1404	208	133.45		138.34		271.79
78	1405	305	195.68		202.85		398.54
79	1401	326	209.16		216.82		425.98
80	1402	197	126.39		131.02		257.42
81	1403	207	132.81		137.67		270.48
82	1504	208	133.45		138.34		271.79
83	1505	305	195.68		202.85		398.54
84	1501	326	209.16		216.82		425.98
85	1502	197	126.39		131.02		257.42
86	1503	207	132.81		137.67		270.48
87	1604	208	133.45		138.34		271.79
88	1605	305	195.68		202.85		398.54
89	1601	326	209.16		216.82		425.98
90	1602	197	126.39		131.02		257.42
91	1603	207	132.81		137.67		270.48
92	1704	208	133.45		138.34		271.79
93	1705	305	195.68		202.85		398.54
94	1701	326	209.16		216.82		425.98
95	1702	197	126.39		131.02		257.42
96	1703	207	132.81		137.67		270.48
97	1804	208	133.45		138.34		271.79
98	1805	305	195.68		202.85		398.54

**LMS 1114 - CITYCREST**  
**PROPOSED STRATA FEES SCHEDULE**  
**JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
99	1801	326	209.16		216.82		425.98
100	1802	197	126.39		131.02		257.42
101	1803	207	132.81		137.67		270.48
102	1904	208	133.45		138.34		271.79
103	1905	305	195.68		202.85		398.54
104	1901	326	209.16		216.82		425.98
105	1902	197	126.39		131.02		257.42
106	1903	207	132.81		137.67		270.48
107	2004	208	133.45		138.34		271.79
108	2005	305	195.68		202.85		398.54
109	2001	326	209.16		216.82		425.98
110	2002	197	126.39		131.02		257.42
111	2003	207	132.81		137.67		270.48
112	2104	208	133.45		138.34		271.79
113	2105	305	195.68		202.85		398.54
114	2101	326	209.16		216.82		425.98
115	2102	197	126.39		131.02		257.42
116	2103	207	132.81		137.67		270.48
117	2204	208	133.45		138.34		271.79
118	2205	305	195.68		202.85		398.54
119	2201	326	209.16		216.82		425.98
120	2202	197	126.39		131.02		257.42
121	2203	207	132.81		137.67		270.48
122	2304	208	133.45		138.34		271.79
123	2305	305	195.68		202.85		398.54
124	2301	326	209.16		216.82		425.98
125	2302	197	126.39		131.02		257.42
126	2303	207	132.81		137.67		270.48
127	2404	208	133.45		138.34		271.79
128	2405	305	195.68		202.85		398.54
129	2401	326	209.16		216.82		425.98
130	2402	197	126.39		131.02		257.42
131	2403	207	132.81		137.67		270.48
132	2503	372	238.67		247.41		486.09

**LMS 1114 - CITYCREST**  
**PROPOSED STRATA FEES SCHEDULE**  
**JANUARY 1, 2010 TO DECEMBER 31, 2010**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthly Strata Fees</u>
133	2501	453	290.64		301.29		591.93
134	2502	345	221.35		229.46		450.81
135	2603	335	214.93		222.81		437.74
136	2601	416	266.90		276.68		543.58
137	2602	345	221.35		229.46		450.81
138	2703	335	214.93		222.81		437.74
139	2701	355	227.76		236.11		463.87
140	2702	345	221.35		229.46		450.81
141	2803	335	214.93		222.81		437.74
142	2801	355	227.76		236.11		463.87
143	2802	345	221.35		229.46		450.81
144	PH#2	568	364.42		377.77		742.19
145	2901	562	360.57		373.78		734.35
Total Residential U/E		35,505					
Total U/E		37,143					
			\$22,779.52	\$1,206.99	\$24,703.38	\$350.00	\$49,040.17
Yearly Strata Fees			\$273,354.24	\$14,483.88	\$296,440.56	\$4,200.00	\$588,482.04

**Note:**

This fees schedule includes 10.00% CRF contribution from Residential section operating fund for each Residential strata lot.

This fees schedule includes 13.06% CRF contribution from Commercial section operating fund for each Commercial strata lot.

This fees schedule includes 10.00% CRF contribution from Joint section operating fund for each strata lot.



## PROXY

I/We \_\_\_\_\_ [name(s)], the owner(s)/ tenant(s)/ mortgagee of  
strata lot \_\_\_\_\_ of Owners Strata Plan LMS 1114.

Address \_\_\_\_\_

hereby appoint \_\_\_\_\_

and failing him/her \_\_\_\_\_

to be my/our proxy to vote at their discretion, unless indicated below, for me/us on my/our behalf at the Annual General Meeting of the Owners Strata Plan LMS 1114 to be held on Tuesday, April 13 at 7:00 pm, or at any adjournment thereof. Should any amendment(s) to a Resolution indicated below be put forth at the meeting noted above, the appointed proxy holder may vote at their discretion.

\_\_\_\_\_  
OWNER'S SIGNATURE

**Budget (Majority Vote)**

**IN FAVOUR**

**OPPOSED**

**ABSTAINED**

☐☐☐

**3/4 Vote Resolutions**

**IN FAVOUR**

**OPPOSED**

**ABSTAINED**

A: Transfer of Toilet Seal

Funds to Residential CRF

☐☐☐

B: Transfer of Garage Gate Funds

to Residential CRF

☐☐☐

C: Painting of Wrought Iron Metal Awnings

☐☐☐





CVS

**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN LMS 1114  
CITY CREST**

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Held on September 9, 2009  
Within The Lounge  
1155 Homer Street, Vancouver, B.C.

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<b>COUNCIL IN ATTENDANCE:</b>	Mark Ferris	President
	George Brown	Vice President
	Bill Semrau	Treasurer
	Don Ho	Commercial Section Representative
	John Kerr	
	Lynne Scory	
<b>REGRETS:</b>	Dana Willmer	
<b>RESIDENT MANAGER:</b>	Van Webster	
<b>PROPERTY MANAGER:</b>	Ross Taheri	Crosby Property Management Ltd.

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The meeting was called to order at 5:00 pm.

**GUEST BUSINESS**

✓ Three owners attended the meeting to express their concerns in regards to number of recent leaks at Citycrest and made several suggestions as how to prevent future leaks or lessen their extent/impact. Strata Council thanked them for their input and will take the suggestions/ideas presented into consideration.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held May 26, 2009 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the May, June and July 2009 financial statements. CARRIED.

**REPORT ON UNAPPROVED EXPENDITURES**

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

**REPORT ON LITIGATION**

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.



**Minutes of the Council Meeting  
The Owners Strata Plan LMS 1114  
Held on September 9, 2009**

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**BUSINESS ARISING FROM PREVIOUS MINUTES**

1. Garage Gate Conversion (2009 AGM Resolution)

In June of 2009 Valley All Doors Ltd completed the installation/conversion of the existing residential single garage gate into two independent side by side garage gates which would allow for access to and out of the parkade in case one of the gate operators fails.

2. Davit Arm Installation (2009 AGM Resolution)

The Property Manager reported that the Davit Arm project is about 90% completed: all the roofing work is been completed and all the davit arm bases have been installed. Suspended Stages Ltd (the installing trade) is in process of fabricating the arms and will load test them at site to ensure they meet governmental safety requirements.

3. Town House Caulking (2009 AGM Resolution)

Property Manager also reported that Inline Projects Ltd. is half way into completing the re-caulking of the townhouses and re-caulking of the commercial gutter system as per approved Resolution F. The work will be fully completed by middle of October of 2009.

4. Window Cleaning

In the moth of August 2009, Sea To Sky Window Cleaning Ltd completed the cleaning of all inaccessible windows at Citycrest.

5. Dryer Vent Cleaning

On June 4<sup>th</sup> to June 10<sup>th</sup> 2009 Power Vac Cleaning Services completed the cleaning of the dryer vents from the exterior at Citycrest.

Residents are reminded that each unit has its own separate and exclusive dryer exhaust vent (run through the ceiling) to the outside, and as such these vents/ducting systems are not part of the common property and are the responsibility of the owners to maintain. Depending on frequency of usage, the number and size of the loads (put into the dryers) and the length of ducting channels, owners might want to consider implement more frequent cleaning of the vents on their own to prevent built up of lint and moisture in the lines causing water stains on the ceiling. Owner can also consider installation of booster fans (at their own cost) on their in-suite dryers to better facilitate the exit of moist air to the outside (to prevent the staining of the ceiling by accumulation of water in the dryer duct channel and leaking on to the ceiling).

**CORRESPONDENCE**

- The Strata Council reviewed a letter from an owner in regards to excessive noise transfer from the exercise room to the adjacent units. Strata Council directed the property manager to have a trade block off a large unused vent hole in the exercise room which seems allow easy noise transfer to adjacent units. Strata council will also investigate the feasibility and effectiveness of installation of a subfloor under the weight room area to lessen the noise and vibration impact to other floors.



**Minutes of the Council Meeting  
The Owners Strata Plan LMS 1114  
Held on September 9, 2009**

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**Residents are again reminded to be mindful of adjacent units while using the equipment in the exercise room and not to suddenly drop the weight stack on the universal machine or the free weights on the floor when finished as the vibration and the sound is audible to the adjacent units.**

**NEW BUSINESS**

1. **Water Loss Insurance Claim**

We've had two water damage/leak incidences in the recent months:

The first incident (in June) involved a blockage of one strata's main roof drains causing leak/water damage to several units and the amenity room. An insurance claim has been opened with Strata Corporation's insurance provider in this regard and Phoenix Restoration has been awarded the contract to conduct the emergency restoration and final repairs to the damaged areas. As the cause of the water damage was a common property pipe/asset, Strata Corporation will have to pay the \$25,000 insurance deductible for water damage for this claim. As the cost covering this large deductible for this emergency repair/insurance claim is not available in the operating budget, it was MOVED, SECONDED AND APPROVED to charge the cost of this insurance deductible to the Contingency Reserve Fund (CRF).

The second water damage (in August) was due to failure of in-suite toilet supply tube causing flooding in one of the units and to the units below (owners are advised to check all their in-suite water fixture plumbing and to replace any old plastic supply tubes with braded flexible stainless steel supply tubes for a more secure water tight seal). A water damage claim has been opened with the strata corporation's insurance provider for this claim as well. Phoenix Restoration has completed the emergency restoration work and the final repair work has been awarded (by the insurer) to Service Master Restorations. As the cause of this damage was in-suite related, the cost of the Strata Corporations \$25,000 insurance deductible will be charged back to the unit where the leak originated from.

As it can be seen, it is imperative that all owners check with their own home insurance provider to ensure that they are covered for the Strata's \$25,000 water damage deductible as this deductible will be charge back to the unit if the cause of the damage is deemed in-suite related (fixture leaks and overflows, washing machine and dishwasher failure). It also should be noted that any betterments and improvements (upgrades by present or previous owners) and personal contents will have to be insured by the homeowner as it is not covered by the Strata Corporation's insurance.

Also it is imperative for each unit owner to familiarize themselves with the location of all water shut off valves within their unit to be able to shut off the water in case of a water loss in a timely fashion to minimize the amount of damage to all involved (and inform their tenant of the location of the shut off valves if unit is a rental suite).

And finally, it is highly recommended that residents not start and run their appliances (dishwasher or washing machines) when leaving the premises as the risk of a large water damage is much higher when no one is home to be able to mitigate the damage when it occurs.



**Minutes of the Council Meeting  
The Owners Strata Plan LMS 1114  
Held on September 9, 2009**

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2. Electric Vault Cleaning – power shutdown

As per BC Hydro maintenance standards/requirements the main electrical vaults must be de-energized and cleaned and inspected thoroughly every three years to ensure the safety of all workers that would enter the electrical vault room as well a preventative measure to guard against catastrophic component failure causing prolonged blackout within the building. All large (recently built) buildings have a dual radial vaults requiring two separate full power shutdowns. As residents are aware, Citycrest had its first power shutdown on August 11<sup>th</sup> of this year. A second power shutdown to complete this work is scheduled for September 15, 2009. To minimize inconvenience and disruption to residents and commercial units, this work will be scheduled in the early morning hours from 11:55 pm (Sept. 15) to 4:00 am the next day (Sept. 16). Notices will also be posted at the building to alert residents of the date and time of this work.

3. Window Alignment/Refurbishment (2009 AGM Resolution)

As fall is upon us and this time of year is not the most suitable time for any exterior work, the window alignment/refurbishment project will be scheduled for late spring/early summer of next year.

4. Annual Fire Inspection

We are due for the yearly fire inspection as required yearly by the BC Fire Code. In-suite inspections will take place on Wednesday October 14<sup>th</sup> from 8:30 am to 4:30 pm, starting from the top floor down and then townhomes. Residents must be present during this inspection or can leave their keys with a neighbour, friend, or family member who will be present to provide access. Common area safety devices will be inspected on October 13, 15 and 16<sup>th</sup>.

5. Visitor Parking

Residents are reminded that visitor parking stalls are only for short term temporary parking of guests and not for residents of the building (for any period of time). Violator's vehicles will be towed away at their own costs.

There being no further business, the meeting was adjourned at 7:33 pm.

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Ross Taheri  
Property Manager  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office # (604) 683-8900 (24 Hours)  
www.crosbypm.com

<b>Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.</b>
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Reid May 4, 2009

MINUTES  
OF THE ANNUAL GENERAL MEETING  
THE OWNERS STRATA PLAN LMS 1114  
CITY CREST

Ap. 2, 2009:  
postponed to:

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Held on Thursday, April 16, 2009  
Within The Lounge, 1155 Homer Street,  
Vancouver, B.C.

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The meeting was called to order at 7:20 p.m by the Council President, Mark Ferris, who then introduced the Council Members and Property Manager to the owners.

Crosby Property Management Ltd. was represented by Ross Taheri, Property Manager, and Roger Brandon, Senior Property Manager.

**CALLING THE ROLL AND CERTIFICATION OF PROXIES**

The attendance register confirmed at the time of commencement of the meeting there were 25 eligible voters in attendance and 41 represented by proxy for a total of 66. The quorum requirements had been achieved, and the meeting proceeded.

**PROOF OF NOTICE & RECEIPT OF FINANCIAL STATEMENTS**

It was moved/seconded that the notice dated March 14, 2009 complied with the notice requirements and that the financial statements had been received. CARRIED.

**APPROVAL OF GENERAL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Special General Meeting held October 30, 2008 as circulated. CARRIED.

**RATIFICATION OF RULES**

The Property Manager explained that any new Rules passed by the Strata Council since the last Annual General Meeting had to be ratified by the owners at the next Annual General Meeting. The following two Rules have to be ratified by the owners, noted as follows:

**Rule #1: In-Suite Inspection**

At the discretion of the Strata Council in-suite inspections (and the timing of such) may be conducted on a semi-annual basis to ensure there are no marijuana grow operations (or similar types of illegal operations) at a reasonable time, on 48 hours' written notice, to include the date and approximate time of entry, and the reason for entry, to inspect, repair or maintain common property, common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair and maintain under these bylaws or insure under Section 149 of the *Act*.

**Minutes of the Annual General Meeting  
The Owners Strata Plan LMS 1114  
Held on April 16, 2009**

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It was moved/seconded to ratify Rule #1, as noted above.

**Discussion:**

A brief discussion ensued as the reasoning behind the rule, whereby it was noted that the Strata Council on behalf of the owners wanted to ensure from time-to-time through suite inspections that residents were not conducting any illegal operations within their strata lots which could impact negatively on the building and the building's insurance coverage and premiums.

It was moved/seconded to amend Rule #1 to read, as follows:

**Rule #1: In-Suite Inspections**

At the discretion of the Strata Council, in-suite inspections (and the timing of such) with reasonable cause, may be conducted to ensure there are no marijuana grow operations (or similar types of illegal operations) at a reasonable time, on 48 hours' written notice, to include the date and approximate time of entry, and the reason for entry, to inspect, repair or maintain common property, common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair and maintain under these bylaws or insure under Section 149 of the *Act*.

There being no further discussion, the Chairperson called for the vote on the amendment, the result being 48 IN FAVOUR, 18 OPPOSED, 0 ABSTAINING. CARRIED.

There being no further discussion, the Chairperson called for the vote on motion to adopt Rule #1 as amended, the result being 66 IN FAVOUR, 0 OPPOSED, 0 ABSTAINING. CARRIED.

**Rule #2: Parkade Security**

Residents (and visitors) entering and exiting the residential parkade must STOP and allow the gate to close after them before proceeding. Failure to do so will result in a \$25.00 fine being levied against the owner's strata lot for each occurrence.

It was moved/seconded to ratify Rule #2, as noted above.

**Discussion:**

There was a brief discussion whereby it was noted that this Rule would help increase security within the parkade and building noting that some residents were not stopping to let the garage gate close behind them, which likely was contributing towards some of the vehicle break-ins in the parkade.

There being no further discussion, the Chairperson called for the vote on motion to adopt Rule #2, the result being 66 IN FAVOUR, 0 OPPOSED, 0 ABSTAINING. CARRIED.

**Minutes of the Annual General Meeting  
The Owners Strata Plan LMS 1114  
Held on April 16, 2009**

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**REPORT ON INSURANCE COVERAGE**

The Property Manager reviewed the insurance summary sheet with the owners and answered any questions they had in regards to the building's insurance policy. The owners were reminded that the Strata Corporation's water loss insurance deductible was currently \$25,000.00 and that it was the owners' responsibility to cover any water loss damages below the deductible that they (or their tenants) were responsible for in regards to their strata lot, and possibly for liability with respect to other owners' strata lots which may be damaged, and including common area property. The Property Manager mentioned that BFL Canada, the building's insurers had a Regal Homeowner policy that provided additional private coverage in conjunction with the Strata Corporation's insurance which owners could enquire about by calling them at (604) 669-9600.

It was moved/seconded that the report on insurance coverage had been received. CARRIED.

**PRESIDENT'S REPORT**

The President, Mark Ferris mentioned that he was glad to see more owners present this year noting that it was important everybody got involved with their input in helping the Council manage City Crest. The President also welcomed any new owners to City Crest.

The President mentioned just to recap what has been going on over the last 2 or 3 years, we have continued to put resources into the careful maintenance of the building envelope, upgrading building security, and working very closely with Van Webster, our Resident Manager to oversee the progress of trades people we employ, and the behavior of guests and residents.

The President stated it cannot be overemphasized that City Crest is a self-contained community within Yaletown, and as such each resident or owner, as a member of this community, has an inherent interest in the safety and security of the building and its residents. Reflecting that reality, Council worked diligently this year to stay on top of the many issues, major and minor, which came to our attention.

Building Security: We have been employing a dog patrol 3 times per week, somewhat randomized, to discourage any nefarious activity. We have been very aggressive at removing renters who are causing problems for their neighbors or others in the building. While this is a relatively rare kind of problem, we feel it is very important to the overall perception of security and oversight. We have implemented a policy of suite inspections as needed, in response to the discovery of a grow-op last year. Without getting into the details of the grow-op incident, needless to say our tolerance level for questionable goings-on is very low; we will continue to expect the highest standard of conduct from residents and their guests going forward, and you can all help this effort by reporting disturbances as they occur so that both the Resident Manager, Van Webster, and the Property Manager, Ross Taheri, can be made aware of problems BEFORE they become more serious.

Unexpected Expenses for 2008: (relevant to going over budget)

Various water pumps failed, very expensive legal fees for mortgage renewal of the Resident Manager's suite.

**Minutes of the Annual General Meeting  
The Owners Strata Plan LMS 1114  
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Caulking Work: In-Line Projects completed the caulking work for the tower in the 2008 (except for the townhouse portion which will be completed this year) which will then be revisited in 2011.

Window Refurbishment Project: In September Council was notified by Accurate Glass that some windows required replacement because of the rubber blocks holding them had allowed the seals to fail. Council instructed them at that time to come up with how many suites might be affected and what the costs might be for fixing the problem. We are also keeping a close eye on the performance of our trades people, and will be looking for competing bids in the future.

For those owners who have been in the area for a few years, you have noticed a few buildings around us have had most unfortunate circumstances with their exterior envelopes. We at City Crest have been blessed by a solid design and build, as well as a watchful Strata Council, and Property Management company to ensure the building envelope is being maintained properly so it can perform to its original specifications.

Swing Stages VS Davit Arm System: In order to get around our building, it is necessary to rent swing stages which must be then moved and assembled. One of the issues we are struggling with has to do with the fact that the area where the weights and equipment must be placed is on the outdoor decks, particularly those of the 29th floor penthouses. Every time we attempt to perform that type of necessary work on this building, it has the potential for a negative impact on the owners of the penthouses, since we have not only people who need to access their suites (on occasion) bringing in equipment, but then we have large amounts of equipment sitting on their exterior decks, sometimes for weeks at a time.

It is because of the necessity of performing this work, plus the ongoing conflicts with those owners' rights to use their limited common property, that we have finally concluded the time has come to install a more efficient system for City Crest.

The cost is not insignificant, but it will be a permanent solution to many of these issues. If one considers just the cost of renting swing stages during one year, the davit system should pay itself off in approximately 5 or 6 years. Remember that this cost is a tiny fraction of what other suite owners have paid in this neighborhood for building work. I would say we are indeed very fortunate in this regard, and should not hesitate to install the system.

Summary: City Crest is 15 years old and going strong, we have a really nice blend of owners, renters families and so on right now. Looking to the future we are staying on top of the issues, we are responding to owners' feedback and it is vital that you all stay involved with the management of our home.

I'd like to thank the current Council for their patience and persistence in dealing with the myriad of issues during the year; and also thank Roger Brandon, our outgoing Senior Property Manager, for his many years of diligent work and good advice. I would on behalf of the owners like to welcome Ross Taheri, our new Property Manager to City Crest. Last but not least, on behalf of the owners I would like to express our thanks to our dedicated and hard working Resident Manager, Van Webster.

The owners present responded with a heartfelt round of appreciative applause.

**Minutes of the Annual General Meeting  
The Owners Strata Plan LMS 1114  
Held on April 16, 2009**

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**APPROVAL OF PROPOSED OPERATING BUDGET**

The Property Manager reviewed the proposed budgets with the owners and answered any questions they had with respect to them.

**Commercial Section:** It was moved/seconded to approve the proposed operating budget for the Commercial Section as circulated for the fiscal year January 1, 2009 to December 31, 2009.

The Chairperson called for the vote, the result being ALL IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. CARRIED.

**Residential Section:** It was moved/seconded to approve the proposed operating budget for the Residential Section as circulated for the fiscal year January 1, 2009 to December 31, 2009.

The Chairperson called for the vote, the result being ALL IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. CARRIED.

**Joint Section:** It was moved/seconded to approve the proposed operating budget for the Joint Section as circulated for the fiscal year January 1, 2009 to December 31, 2009.

The Chairperson called for the vote, the result being ALL IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. CARRIED.

**PLEASE SEND (12) TWELVE POST-DATED CHEQUES PAYABLE TO STRATA PLAN LMS 1114. ANY CHANGE IN STRATA FEES IS EFFECTIVE FROM JANUARY 1<sup>st</sup>, 2009.**

**IF THERE IS ANY CHANGE IN STRATA FEES, ANY OWNER ON P.A.P. WILL AUTOMATICALLY HAVE THEIR WITHDRAWAL FOR STRATA FEES ADJUSTED. PLEASE NOTE, THIS MAY BE RETROACTIVE BASED ON THE FISCAL YEAR END.**

**OWNERS THAT PAY THEIR STRATA FEES THROUGH AUTOMATIC E-BANKING MUST RE-SUBMIT THE NEW STRATA FEE AMOUNT FOR FUTURE MONTHS AS WELL AS ANY RETROACTIVE PAYMENT IF NECESSARY.**

**If you have any questions regarding your account, please contact Johnson Lai in our accounting department at 604-689-6951.**

**CONSIDERATION OF RESOLUTION "A" 3/4 VOTE  
JOINT BUDGET DEFICIT SHORTFALL – SPECIAL LEVY**

It was moved/seconded to approve Resolution "A" as follows:

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Held on April 16, 2009**

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Be it resolved that the Owners of the Strata Corporation LMS 1114 be authorized to raise a sum of money not exceeding \$12,124.00 for the purpose of paying off last year's (2008) Joint budget deficit. This expenditure will be funded by a special levy assessed to the owners in proportion to the unit entitlement of their respective strata lots. (Schedule attached). Included in this levy is the management company's processing fee of \$2.00 (plus GST) per levy payment per strata lot (per Schedule A Section 5.2 (e) of the Agency Agreement) totalling \$304.50.

Any special levy outstanding after June 1, 2009 shall be assessed a fine of \$25.00 and a subsequent fine on the first of each month following until paid in full.

Following a brief discussion, the Chairperson called for the vote, the result being 66 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. **CARRIED**

**CONSIDERATION OF RESOLUTION "B" 3/4 VOTE  
WINDOW ALIGNMENT/REFURBISHMENT - SPECIAL LEVY (RESIDENTIAL SECTION ONLY)**

It was moved/seconded to approve Resolution "B" as follows:

Be it resolved that the Residential Section Owners (only) of the Strata Corporation LMS 1114 be authorized to raise a sum of money not exceeding \$66,418.00 for the purpose of aligning the windows so the exterior seals can be replaced. This expenditure will be funded by a special levy assessed to the owners in proportion to the unit entitlement of their respective strata lots. (Schedule attached). Included in this levy is the 2% Special Projects fee (\$1,234.98 plus GST) for capital improvement projects as outlined in Schedule B item 3 and 7(b) of the Agency Agreement between the Strata Corporation and Crosby Property Management Ltd. and the management company's processing fee of \$2.00 (plus GST) per levy payment per strata lot (per Schedule A Section 5.2 (e) of the Agency Agreement) totalling \$304.50.

Any special levy outstanding after September 1, 2009 shall be assessed a fine of \$25.00 and a subsequent fine on the first of each month following until paid in full.

Following a general discussion, the Chairperson called for the vote, the result being 66 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. **CARRIED**

**CONSIDERATION OF RESOLUTION "C" 3/4 VOTE  
ROOFTOP DAVIT ARM INSTALLATION – SPECIAL LEVY**

It was moved/seconded to approve Resolution "C" as follows:

Be it resolved that the Owners of the Strata Corporation LMS 1114 be authorized to raise a sum of money not exceeding \$50,000.00 for the purpose of installing a davit arm system on the roof of the building in order to provide better and more expedient and efficient cost effective accessibility to the outside of the building envelope. This expenditure will be funded by a special levy assessed to the owners in proportion to the unit entitlement of their respective strata lots. (Schedule attached).

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The Owners Strata Plan LMS 1114  
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Included in this levy is the 2% Special Projects fee (\$885.16 plus GST) for capital improvement projects as outlined in Schedule B item 3 and 7(b) of the Agency Agreement between the Strata Corporation and Crosby Property Management Ltd. and the management company's processing fee of \$2.00 (plus GST) per levy payment per strata lot (per Schedule A Section 5.2 (e) of the Agency Agreement) totalling \$304.50.

Any special levy outstanding after July 1, 2009 shall be assessed a fine of \$25.00 and a subsequent fine on the first of each month following until paid in full.

Following a brief discussion, the Chairperson called for the vote, the result being 63 IN FAVOUR, 3 OPPOSED, 0 ABSTAINED. **CARRIED**

**CONSIDERATION OF RESOLUTION "D" 3/4 VOTE  
GARAGE GATE CONVERSION LEVY - RESIDENTIAL SECTION ONLY**

It was moved/seconded to approve Resolution "D" as follows:

Be it resolved that the Residential Section Owners (only) of the Strata Corporation LMS 1114 be authorized to raise a sum of money not exceeding \$11,805.00 for the purpose of removing the existing single garage gate and converting it into two independent garage gates which will allow continued access to the parkade in case of gate operation failure. This expenditure will be funded by a special levy assessed to the owners in proportion to the unit entitlement of their respective strata lots. (Schedule attached). Included in this levy is the management company's processing fee of \$2.00 (plus GST) per levy payment per strata lot (per Schedule A Section 5.2 (e) of the Agency Agreement) totalling \$304.50.

Any special levy outstanding after October 1, 2009 shall be assessed a fine of \$25.00 and a subsequent fine on the first of each month following until paid in full.

**Discussion:**

The Finance Officer of the Strata Corporation, Bill Semrau explained to the owners that the current single gate set up for the parkade did not provide the best security for residents going in and out of the parkade, as unauthorized people could enter without using the fob system on the adjoining side regardless of the anti-tailgating system in place – particularly if the gate operating mechanism failed and it was stuck open. More importantly, the two gate system would always provide access to and from the parkade should one of the gates fail – which with the current single gate residents were trapped on either side of the gate until such time it could be fixed. It was noted that with the new Skytrain coming on line in the near future, security would become a bigger issue.

Following the discussion, the Chairperson called for the vote, the result being 62 IN FAVOUR, 4 OPPOSED, 0 ABSTAINED. **CARRIED**

**Minutes of the Annual General Meeting  
The Owners Strata Plan LMS 1114  
Held on April 16, 2009**

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**CONSIDERATION OF RESOLUTION "E" 3/4 VOTE  
COMMENCEMENT OF LEGAL ACTION**

The President mentioned since the mailing of the Annual General Meeting notice/agenda that the Owner whose strata lot was unfortunately affected by the marijuana grow operation had made significant payments towards the insurance deductible charged to his strata lot and had corresponded with Council indicating their intention to payoff the remainder of the deductible. Therefore it was up to the owners to determine if they wished to bring this Resolution to the floor to vote on. There was a significant majority consensus that it be brought to the floor to be voted on, that the Council did not have to act upon it at this time, but there would be no further need in the future to deal with the resolution at a later date if it was passed today.

It was moved/seconded to approve Resolution "E" as follows:

**WHEREAS:**

- A. The Owners, Strata Plan LMS 1114 (the "Strata Corporation") had to pay a \$50,000 insurance deductible (the Deductible") as the result of a marijuana grow operation (the "Grow Op") that took place in suite 1602 – 1155 Homer Street, Vancouver, BC, strata lot 90 (the "Strata Lot");
- B. The registered owners of the Strata Lot are Karen Baker and Graham McGarva (the "Strata Lot Owners") and the Grow Op took place when the Strata Lot was in the custody of the son of the Strata Lot Owners;
- C. The Strata Corporation has requested the Strata Lot Owners to reimburse the Strata Corporation the amount of the Deductible by operation of Bylaw 4.4 of the Strata Corporation and the Strata Lot Owners have refused or neglected to pay the Deductible or enter into any reasonable agreement to pay the Deductible; and
- D. Strata Council has deemed it advisable, pursuant to Section 171 of the *Strata Property Act*, S.B.C. 1998, c.43 (the "Act"), to commence action against the Strata Lot Owners for payment of the Deductible:



**Minutes of the Annual General Meeting  
The Owners Strata Plan LMS 1114  
Held on April 16, 2009**

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**BE IT RESOLVED** as a 3/4 vote of The Owners, Strata Plan LMS 1114 (the "Strata Corporation") that:

1. pursuant to Section 171(2) of the *Strata Property Act*, S.B.C. 1998, c. 43, (the "Act") the Strata Corporation be and is hereby authorized to commence action (the "Action") against Karen Baker and Graham McGarva (the "Strata Lot Owners"), the registered owners of Strata Lot 90, Strata Plan LMS 1114 (the "Strata Lot"), for reimbursement of a \$50,000 insurance deductible the Strata Corporation paid as the result of a marijuana grow operation in the Strata Lot;
2. the cost of the commencement of the Action shall be funded by payment from the Contingency Reserve Fund of the Strata Corporation (the "CRF") which shall include an initial amount of \$10,000; and
3. by operation of section 171(5) of the Act providing that the Strata Lot Owners shall not be responsible for any contribution for the cost of bringing the Action, the Strata Lot Owners shall be reimbursed their unit entitlement share of the CRF contribution required to fund the Action.

There being no further discussion, the Chairperson called for the vote, the result being 65 IN FAVOUR, 1 OPPOSED, 0 ABSTAINED. **CARRIED**

**CONSIDERATION OF RESOLUTION "F" 3/4 VOTE**  
**BUILDING MAINTENANCE 3/4 VOTE**

It was moved/seconded to approve Resolution "F" as follows:

Be it resolved the owners of Strata Corporation LMS 1114 (City Crest) expend a sum of money not exceeding \$16,578.00 from the Joint Contingency Reserve to complete the building maintenance caulking project started in 2001 with respect to re-caulking of the townhouses and re-caulking of the commercial gutter system. These "owners" have already contributed to this project and this is just a ratification it continue until completed.

Following a brief discussion, the Chairperson called for the vote, the result being 66 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED. **CARRIED**

**Minutes of the Annual General Meeting**  
**The Owners Strata Plan LMS 1114**  
**Held on April 16, 2009**

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**GENERAL DISCUSSION**

An Owner enquired about a note on the Universal Exercise Machine in the exercise room restricting its use. Council clarified that the notice is to ensure that users take care while using the machine by not dropping the weight stack which creates excessive noise and vibration which is noticeable in the adjacent units.

An Owner asked if the Strata has thought about creating a website for City Crest. The Property Manager informed the owner that Crosby Property Management is working on a program to be offered to all stratas which they manage as a service feature in the near future, that there was a lot of ramifications, legal and otherwise which had to be worked out ahead of time to ensure it worked and was maintained properly.

Another Owner asked if the large picture in the lobby could be sold/traded for another more suitable picture. The Strata Council will look into this matter in the forthcoming year.

**ELECTION OF COUNCIL**

It was moved/seconded that those members elected to the Strata Council and Executive Committees (Residential/Commercial) be one and the same. CARRIED.

Those persons elected to the Strata Council & Executive Committees at this meeting will hold office until the next Annual General Meeting.

The following persons agreed to stand for the Strata Council & Executive Committees:

Bill Semrau	(Res)	Lynne Scory	(Res)	George Brown	(Res)
Don Ho	(Comm)	Mark Ferris	(Res)	Mani Mohtadi	(Res)
John Kerr	(Res)	Dana Willmer	(Res)		

It was moved/seconded to close nominations. CARRIED.

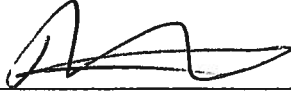
Peter Litherland volunteered to act as Scrutineer. After the ballots were counted the following were elected to the Executive Committees and Strata Council.

Bill Semrau	(Res)	Lynne Scory	(Res)	George Brown	(Res)
Don Ho	(Comm)	Mark Ferris	(Res)		
John Kerr	(Res)	Dana Willmer	(Res)		

**Minutes of the Annual General Meeting  
The Owners Strata Plan LMS 1114  
Held on April 16, 2009**

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There being no further business, it was moved/seconded to terminate the meeting at 10:00 p.m. CARRIED.



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Roger Brandon  
Senior Property Manager  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office #(604) 683-8900  
www.crosbypm.com

<p><b>Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.</b></p>
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**ONLINE/TELEPHONE BANKING**  
**Crosby offers you convenience!**

Crosby Property Management Ltd. has established electronic banking relationships with the major chartered banks and all participating credit unions in BC (i.e. Vancity, Coast Capital Savings, etc.) to make it easier for you to remit your strata fees, special levies, etc.

**I'M INTERESTED, HOW DO I DO THIS?**

1. Go to bill payment option and set up "Crosby Property Management Ltd. (Strata)" as a vendor.
2. You will be required to provide your **Crosby personally assigned unique reference number** (without dashes or spaces). This number can be found in your Crosby correspondence.
3. Enter your payment amount and payment date. You should also be able to set this up as a recurring payment every month.

**WHEN SHOULD I MAKE MY PAYMENTS?**

It takes 1 to 3 business days for us to receive your payment depending on your financial institution. Please note it is the customer's responsibility to ensure that payments are received by Crosby Property Management Ltd. by the due date to avoid any late payment fines.



**LMS 1114 - CITY CREST  
JOINT USE  
Approved Budget  
Jan 01, 2009 to Dec 31, 2009**

**INCOME**

**FEES**

Operating Fund Contribution	262,915
Contingency Fund Contribution	26,891
<b>TOTAL FEES</b>	<b>289,806</b>

Rental-Strata's Suite	6,000
Special Levy	12,124
<b>TOTAL INCOME</b>	<b>307,930</b>

**EXPENSES**

**OPERATING EXPENSES**

Audit	315
Bank Charges/Interest	120
Strata's Suite-Mortgage Payment	13,680
Strata's Suite-Property Taxes	1,200
Strata's Suite-Strata Fee	4,000
Caretaker Wages & Benefits	57,000
Electricity	33,800
Fire Equip Mtce/Monitoring	10,000
Grounds-Maintenance	17,500
Insurance	56,000
Legal Fees	5,000
Mechanical Maintenance	4,000
Miscellaneous	7,500
Repair & Maintenance	18,000
Security Services	10,000
Telephone & Pager	3,800
Water/Sewer	27,000
<b>TOTAL OPERATING EXPENSES</b>	<b>268,915</b>

Reserve-Contingency Fund	26,891
<b>TOTAL EXPENSES</b>	<b>295,806</b>

<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b>12,124</b>
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Operating Surplus (Deficit) B/F	(11,819)
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>305</b>

**LMS 1114 - CITY CREST  
RESIDENTIAL  
Approved Budget  
Jan 01, 2009 to Dec 31, 2009**

**INCOME**

**FEES**

Res-Operating Fund Contribution	254,272
Res-Contingency Fund Contribution	<u>25,427</u>
<b>TOTAL FEES</b>	<b>279,699</b>

Res-Move In/Out Fee Revenue	500
Res-Parking	<u>1,200</u>
<b>TOTAL INCOME</b>	<b>281,399</b>

**EXPENSES**

**OPERATING EXPENSES**

Res-Elevator Maintenance	21,800
Res-Fire Prevention	2,000
Res-Garbage Removal	8,500
Res-Gas	61,800
Res-Management Fees	30,017
Res-Mechanical Maintenance	14,000
Res-Relief Caretaker	21,250
Res-Repair & Maintenance	60,000
Res-Security Lease	16,780
Res-Window Cleaning	<u>10,200</u>
<b>TOTAL OPERATING EXPENSES</b>	<b>246,347</b>

Res-Reserve-Contingency Fund	<u>25,427</u>
<b>TOTAL EXPENSES</b>	<b>271,774</b>

<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b><u>9,625</u></b>
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Res-Operating Surplus (Deficit) B/F	(9,625)
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b><u><u>0</u></u></b>



**LMS 1114 - CITY CREST  
COMMERCIAL  
Approved Budget  
Jan 01, 2009 to Dec 31, 2009**

**INCOME**

**FEES**

Comm-Operating Fund Contribution	12,370
Comm-Contingency Fund Contribution	2,407
<b>TOTAL FEES</b>	<b>14,777</b>

Comm-Gas-Assessment	4,200
<b>TOTAL INCOME</b>	<b>18,977</b>

**EXPENSES**

**OPERATING EXPENSES**

Comm-Garbage Removal	5,100
Comm-Gas	4,400
Comm-Management Fees	2,113
Comm-Repair & Maintenance	5,018
Comm-Window Cleaning	1,600
<b>TOTAL OPERATING EXPENSES</b>	<b>18,231</b>

Comm-Reserve-Contingency Fund	2,407
<b>TOTAL EXPENSES</b>	<b>20,638</b>

<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b>(1,661)</b>
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Comm-Operating Surplus (Deficit) B/F	1,661
<b>ENDING OP SURPLUS/(DEFICIT)</b>	<b>0</b>



Apr 22, 09

**LMS 1114 - CITYCREST  
APPROVED STRATA FEES SCHEDULE  
JANUARY 1, 2009 TO DECEMBER 31, 2009**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthl Strata Fee</u>
<b><u>Commercial</u></b>							
1	101 - 1143 Homer St.	114		\$85.70	\$74.12		\$159.82
2	1145 - 1155 Homer St.	147		110.51	95.58		206.09
3	1147 - 1155 Homer St.	147		110.51	95.58		206.09
4	104 - 1149 Homer St.	147		110.51	95.58		206.09
5	1151 Homer St.	153		115.02	99.48		214.50
6	106 - 1163 Homer St.	433		325.52	281.54	350.00	957.06
7	107 - 433 Davie St.	99		74.43	64.37		138.80
8	435 Davie St.	175		131.56	113.79		245.35
9	109 - 437 Davie St.	223		167.65	145.00		312.64
Total Commercial U/E		<u>1,638</u>					

<b><u>Residential</u></b>							
10	205	322	\$211.39		209.37		420.76
11	204	326	214.01		211.97		425.98
12	203	326	214.01		211.97		425.98
13	202	326	214.01		211.97		425.98
14	201	356	233.71		231.47		465.18
15	304	199	130.64		129.39		260.03
16	305	279	183.16		181.41		364.56
17	306	219	143.77		142.39		286.16
18	301	291	191.04		189.21		380.24
19	302	196	128.67		127.44		256.11
20	303	207	135.89		134.59		270.48
21	404	199	130.64		129.39		260.03
22	405	279	183.16		181.41		364.56
23	406	219	143.77		142.39		286.16
24	401	291	191.04		189.21		380.24
25	402	196	128.67		127.44		256.11
26	403	207	135.89		134.59		270.48
27	504	199	130.64		129.39		260.03
28	505	279	183.16		181.41		364.56
29	506	219	143.77		142.39		286.16

**LMS 1114 - CITYCREST**  
**APPROVED STRATA FEES SCHEDULE**  
**JANUARY 1, 2009 TO DECEMBER 31, 2009**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthl Strata Fee</u>
30	501	291	191.04		189.21		380.24
31	502	196	128.67		127.44		256.11
32	503	207	135.89		134.59		270.48
33	604	199	130.64		129.39		260.03
34	605	279	183.16		181.41		364.56
35	606	219	143.77		142.39		286.16
36	601	291	191.04		189.21		380.24
37	602	196	128.67		127.44		256.11
38	603	207	135.89		134.59		270.48
39	704	199	130.64		129.39		260.03
40	705	279	183.16		181.41		364.56
41	706	219	143.77		142.39		286.16
42	701	291	191.04		189.21		380.24
43	702	196	128.67		127.44		256.11
44	703	207	135.89		134.59		270.48
45	804	199	130.64		129.39		260.03
46	805	279	183.16		181.41		364.56
47	806	219	143.77		142.39		286.16
48	801	291	191.04		189.21		380.24
49	802	196	128.67		127.44		256.11
50	803	207	135.89		134.59		270.48
51	904	199	130.64		129.39		260.03
52	905	279	183.16		181.41		364.56
53	906	219	143.77		142.39		286.16
54	901	291	191.04		189.21		380.24
55	902	196	128.67		127.44		256.11
56	903	207	135.89		134.59		270.48
57	1004	208	136.55		135.24		271.79
58	1005	304	199.57		197.66		397.23
59	1001	328	215.32		213.27		428.59
60	1002	197	129.33		128.09		257.42
61	1003	207	135.89		134.59		270.48
62	1104	208	136.55		135.24		271.79

Apr 22, 09

**LMS 1114 - CITYCREST  
APPROVED STRATA FEES SCHEDULE  
JANUARY 1, 2009 TO DECEMBER 31, 2009**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthl Strata Fee</u>
63	1105	305	200.23		198.31		398.54
64	1101	326	214.01		211.97		425.98
65	1102	197	129.33		128.09		257.42
66	1103	207	135.89		134.59		270.48
67	1204	208	136.55		135.24		271.79
68	1205	305	200.23		198.31		398.54
69	1201	326	214.01		211.97		425.98
70	1202	197	129.33		128.09		257.42
71	1203	207	135.89		134.59		270.48
72	1304	208	136.55		135.24		271.79
73	1305	305	200.23		198.31		398.54
74	1301	326	214.01		211.97		425.98
75	1302	197	129.33		128.09		257.42
76	1303	207	135.89		134.59		270.48
77	1404	208	136.55		135.24		271.79
78	1405	305	200.23		198.31		398.54
79	1401	326	214.01		211.97		425.98
80	1402	197	129.33		128.09		257.42
81	1403	207	135.89		134.59		270.48
82	1504	208	136.55		135.24		271.79
83	1505	305	200.23		198.31		398.54
84	1501	326	214.01		211.97		425.98
85	1502	197	129.33		128.09		257.42
86	1503	207	135.89		134.59		270.48
87	1604	208	136.55		135.24		271.79
88	1605	305	200.23		198.31		398.54
89	1601	326	214.01		211.97		425.98
90	1602	197	129.33		128.09		257.42
91	1603	207	135.89		134.59		270.48
92	1704	208	136.55		135.24		271.79
93	1705	305	200.23		198.31		398.54
94	1701	326	214.01		211.97		425.98
95	1702	197	129.33		128.09		257.42

**LMS 1114 - CITYCREST**  
**APPROVED STRATA FEES SCHEDULE**  
**JANUARY 1, 2009 TO DECEMBER 31, 2009**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthl Strata Fee</u>
96	1703	207	135.89		134.59		270.48
97	1804	208	136.55		135.24		271.79
98	1805	305	200.23		198.31		398.54
99	1801	326	214.01		211.97		425.98
100	1802	197	129.33		128.09		257.42
101	1803	207	135.89		134.59		270.48
102	1904	208	136.55		135.24		271.79
103	1905	305	200.23		198.31		398.54
104	1901	326	214.01		211.97		425.98
105	1902	197	129.33		128.09		257.42
106	1903	207	135.89		134.59		270.48
107	2004	208	136.55		135.24		271.79
108	2005	305	200.23		198.31		398.54
109	2001	326	214.01		211.97		425.98
110	2002	197	129.33		128.09		257.42
111	2003	207	135.89		134.59		270.48
112	2104	208	136.55		135.24		271.79
113	2105	305	200.23		198.31		398.54
114	2101	326	214.01		211.97		425.98
115	2102	197	129.33		128.09		257.42
116	2103	207	135.89		134.59		270.48
117	2204	208	136.55		135.24		271.79
118	2205	305	200.23		198.31		398.54
119	2201	326	214.01		211.97		425.98
120	2202	197	129.33		128.09		257.42
121	2203	207	135.89		134.59		270.48
122	2304	208	136.55		135.24		271.79
123	2305	305	200.23		198.31		398.54
124	2301	326	214.01		211.97		425.98
125	2302	197	129.33		128.09		257.42
126	2303	207	135.89		134.59		270.48
127	2404	208	136.55		135.24		271.79
128	2405	305	200.23		198.31		398.54

**LMS 1114 - CITYCREST**  
**APPROVED STRATA FEES SCHEDULE**  
**JANUARY 1, 2009 TO DECEMBER 31, 2009**

<u>Strata Lot Number</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Joint Use Strata Fees</u>	<u>Gas Assessment</u>	<u>Total Monthl Strata Fee</u>
129	2401	326	214.01		211.97		425.98
130	2402	197	129.33		128.09		257.42
131	2403	207	135.89		134.59		270.48
132	2503	372	244.21		241.88		486.09
133	2501	453	297.38		294.54		591.92
134	2502	345	226.48		224.32		450.81
135	2603	335	219.92		217.82		437.74
136	2601	416	273.09		270.48		543.57
137	2602	345	226.48		224.32		450.81
138	2703	335	219.92		217.82		437.74
139	2701	355	233.05		230.82		463.87
140	2702	345	226.48		224.32		450.81
141	2803	335	219.92		217.82		437.74
142	2801	355	233.05		230.82		463.87
143	2802	345	226.48		224.32		450.81
144	PH#2	568	372.88		369.32		742.19
145	2901	562	368.94		365.41		734.35
Total Residential U/E		35,505					
Total U/E		37,143					
			\$23,308.25	\$1,231.42	\$24,150.50	\$350.00	\$49,040.17
Yearly Strata Fees			\$279,699.00	\$14,777.00	\$289,806.00	\$4,200.00	\$588,482.00

Note:

This fees schedule includes 10.00% CRF contribution from Residential section operating fund for each Residential strata lot.

This fees schedule includes 19.46% CRF contribution from Commercial section operating fund for each Commercial strata lot.

This fees schedule includes 10.23% CRF contribution from Joint section operating fund for each strata lot.





**STRATA PLAN LMS 1114  
RESOLUTION "A" 3/4 VOTE  
JOINT BUDGET DEFICIT SHORTFALL**

**This Section Applies Only To Owners Currently Paying by Pre-authorized Debit (PAD) Plan (Optional)**

Type of use: Individual \_\_\_\_\_ Business \_\_\_\_\_ (Please check)

Name of Owner(s): \_\_\_\_\_ Strata Plan & Strata Lot: \_\_\_\_\_

Address of Strata Lot: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: (Res.) \_\_\_\_\_ (Bus.) \_\_\_\_\_ (Cell) \_\_\_\_\_

As an added security feature, please choose a personal password that you will provide when accessing account information by telephone -up to 10 letters (suggest mother's maiden name) \_\_\_\_\_

**BANK ACCOUNT INFORMATION**

(PLEASE USE THE SAME BANK ACCOUNT AS FOR MONTHLY FEES DEBIT)

Deposit Account Number: \_\_\_\_\_ Branch Transit Number: \_\_\_\_\_ Financial Institution Number: \_\_\_\_\_

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Financial Institution: \_\_\_\_\_ Name \_\_\_\_\_

Branch Address \_\_\_\_\_

The special levy amount(s) will be debited in accordance to the fee schedule approved by AGM/SGM held on *April 16, 2009* I/We hereby authorize Crosby Property Management Ltd. to debit my / our bank account for the amount of the above special levy no earlier than the due date.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Signature

When the form is complete, mail, fax or email to:

Crosby Property Management Ltd.

600 – 777 Hornby Street, Vancouver, B.C., V6Z 1S4

Tel: 604-683-8900 Fax: 604-689-4829

Email: [crosby@crosbypm.com](mailto:crosby@crosbypm.com)

**PLEASE NOTE THAT THIS FORM MUST BE RECEIVED IN OUR OFFICES NO LATER THAN THE 20TH OF THE MONTH TO BE EFFECTIVE ON THE 1ST OF THE FOLLOWING MONTH.**



Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "A" - 3/4 VOTE  
DEFICIT RECOVERY LEVY  
SPECIAL LEVY FEE SCHEDULE - \$12,122.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Jun 1/09</u></b>
<b><u>Commercial</u></b>			
1	101 - 1143 Homer St.	114	\$37.49
2	1145 - 1155 Homer St.	147	48.34
3	1147 - 1155 Homer St.	147	48.34
4	104 - 1149 Homer St.	147	48.34
5	1151 Homer St.	153	50.31
6	106 - 1163 Homer St.	433	142.38
7	107 - 433 Davie St.	99	32.55
8	435 Davie St.	175	57.55
9	109 - 437 Davie St.	223	73.33
<b><u>Residential</u></b>			
10	205	322	105.88
11	204	326	107.20
12	203	326	107.20
13	202	326	107.20
14	201	356	117.06
15	304	199	65.44
16	305 - Caretaker's Suite	-	-
17	306	219	72.01
18	301	291	95.69
19	302	196	64.45
20	303	207	68.07
21	404	199	65.44
22	405	279	91.74
23	406	219	72.01
24	401	291	95.69
25	402	196	64.45
26	403	207	68.07
27	504	199	65.44
28	505	279	91.74
29	506	219	72.01
30	501	291	95.69
31	502	196	64.45
32	503	207	68.07
33	604	199	65.44
34	605	279	91.74
35	606	219	72.01
36	601	291	95.69

Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "A" - 3/4 VOTE  
DEFICIT RECOVERY LEVY  
SPECIAL LEVY FEE SCHEDULE - \$12,122.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Jun 1/09</u></b>
37	602	196	64.45
38	603	207	68.07
39	704	199	65.44
40	705	279	91.74
41	706	219	72.01
42	701	291	95.69
43	702	196	64.45
44	703	207	68.07
45	804	199	65.44
46	805	279	91.74
47	806	219	72.01
48	801	291	95.69
49	802	196	64.45
50	803	207	68.07
51	904	199	65.44
52	905	279	91.74
53	906	219	72.01
54	901	291	95.69
55	902	196	64.45
56	903	207	68.07
57	1004	208	68.40
58	1005	304	99.96
59	1001	328	107.86
60	1002	197	64.78
61	1003	207	68.07
62	1104	208	68.40
63	1105	305	100.29
64	1101	326	107.20
65	1102	197	64.78
66	1103	207	68.07
67	1204	208	68.40
68	1205	305	100.29
69	1201	326	107.20
70	1202	197	64.78
71	1203	207	68.07
72	1304	208	68.40
73	1305	305	100.29
74	1301	326	107.20
75	1302	197	64.78

Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "A" - 3/4 VOTE  
DEFICIT RECOVERY LEVY  
SPECIAL LEVY FEE SCHEDULE - \$12,122.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Jun 1/09</u></b>
76	1303	207	68.07
77	1404	208	68.40
78	1405	305	100.29
79	1401	326	107.20
80	1402	197	64.78
81	1403	207	68.07
82	1504	208	68.40
83	1505	305	100.29
84	1501	326	107.20
85	1502	197	64.78
86	1503	207	68.07
87	1604	208	68.40
88	1605	305	100.29
89	1601	326	107.20
90	1602	197	64.78
91	1603	207	68.07
92	1704	208	68.40
93	1705	305	100.29
94	1701	326	107.20
95	1702	197	64.78
96	1703	207	68.07
97	1804	208	68.40
98	1805	305	100.29
99	1801	326	107.20
100	1802	197	64.78
101	1803	207	68.07
102	1904	208	68.40
103	1905	305	100.29
104	1901	326	107.20
105	1902	197	64.78
106	1903	207	68.07
107	2004	208	68.40
108	2005	305	100.29
109	2001	326	107.20
110	2002	197	64.78
111	2003	207	68.07
112	2104	208	68.40
113	2105	305	100.29
114	2101	326	107.20

Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "A" - 3/4 VOTE  
DEFICIT RECOVERY LEVY  
SPECIAL LEVY FEE SCHEDULE - \$12,122.00**

<b>Strata Lot Number</b>	<b>Unit Number</b>	<b>Unit One Time Payment</b>	
		<b><u>Entitlement</u></b>	<b><u>Due Jun 1/09</u></b>
115	2102	197	64.78
116	2103	207	68.07
117	2204	208	68.40
118	2205	305	100.29
119	2201	326	107.20
120	2202	197	64.78
121	2203	207	68.07
122	2304	208	68.40
123	2305	305	100.29
124	2301	326	107.20
125	2302	197	64.78
126	2303	207	68.07
127	2404	208	68.40
128	2405	305	100.29
129	2401	326	107.20
130	2402	197	64.78
131	2403	207	68.07
132	2503	372	122.32
133	2501	453	148.96
134	2502	345	113.45
135	2603	335	110.16
136	2601	416	136.79
137	2602	345	113.45
138	2703	335	110.16
139	2701	355	116.73
140	2702	345	113.45
141	2803	335	110.16
142	2801	355	116.73
143	2802	345	113.45
144	PH#2	568	186.78
145	2901	562	184.80
		<hr/>	
		36,864	\$12,122.05
		<hr/>	

**STRATA PLAN LMS 1114  
RESOLUTION "B" 3/4 VOTE  
WINDOW ALIGNMENT/REFURBISHMENT SPECIAL LEVY  
RESIDENTIAL SECTION ONLY**

**This Section Applies Only To Owners Currently Paying by Pre-authorized Debit (PAD) Plan (Optional)**

Type of use: Individual \_\_\_\_\_ Business \_\_\_\_\_ (Please check)

Name of Owner(s): \_\_\_\_\_ Strata Plan & Strata Lot: \_\_\_\_\_

Address of Strata Lot: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: (Res.) \_\_\_\_\_ (Bus.) \_\_\_\_\_ (Cell) \_\_\_\_\_

As an added security feature, please choose a personal password that you will provide when accessing account information by telephone -up to 10 letters (suggest mother's maiden name) \_\_\_\_\_

**BANK ACCOUNT INFORMATION**

(PLEASE USE THE SAME BANK ACCOUNT AS FOR MONTHLY FEES DEBIT)

Deposit Account Number: \_\_\_\_\_ Branch Transit Number: \_\_\_\_\_ Financial Institution Number: \_\_\_\_\_

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Financial Institution: \_\_\_\_\_ Name \_\_\_\_\_

Branch Address \_\_\_\_\_

The special levy amount(s) will be debited in accordance to the fee schedule approved by AGM/SGM held on *April 16, 2009* I/We hereby authorize Crosby Property Management Ltd. to debit my / our bank account for the amount of the above special levy no earlier than the due date.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Signature

When the form is complete, mail, fax or email to:

Crosby Property Management Ltd.

600 – 777 Hornby Street, Vancouver, B.C., V6Z 1S4

Tel: 604-683-8900 Fax: 604-689-4829

Email: [crosby@crosbypm.com](mailto:crosby@crosbypm.com)

**PLEASE NOTE THAT THIS FORM MUST BE RECEIVED IN OUR OFFICES NO LATER THAN THE 20TH OF THE MONTH TO BE EFFECTIVE ON THE 1ST OF THE FOLLOWING MONTH.**





Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "B" - 3/4 VOTE  
WINDOW ALIGNMENT/REFUBISHMENT LEVY - RESIDENTIAL ONLY  
SPECIAL LEVY FEE SCHEDULE - \$66,418.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit Entitlement</u></b>	<b><u>One Time Payment Due Sep 1/09</u></b>
<b><u>Residential</u></b>			
10	205	322	\$607.13
11	204	326	614.67
12	203	326	614.67
13	202	326	614.67
14	201	356	671.23
15	304	199	375.21
16	305 - Caretaker's Suite	-	-
17	306	219	412.92
18	301	291	548.68
19	302	196	369.55
20	303	207	390.29
21	404	199	375.21
22	405	279	526.05
23	406	219	412.92
24	401	291	548.68
25	402	196	369.55
26	403	207	390.29
27	504	199	375.21
28	505	279	526.05
29	506	219	412.92
30	501	291	548.68
31	502	196	369.55
32	503	207	390.29
33	604	199	375.21
34	605	279	526.05
35	606	219	412.92
36	601	291	548.68
37	602	196	369.55
38	603	207	390.29
39	704	199	375.21
40	705	279	526.05
41	706	219	412.92
42	701	291	548.68
43	702	196	369.55
44	703	207	390.29
45	804	199	375.21
46	805	279	526.05
47	806	219	412.92

Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "B" - 3/4 VOTE  
WINDOW ALIGNMENT/REFUBISHMENT LEVY - RESIDENTIAL ONLY  
SPECIAL LEVY FEE SCHEDULE - \$66,418.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit Entitlement</u></b>	<b><u>One Time Payment Due Sep 1/09</u></b>
48	801	291	548.68
49	802	196	369.55
50	803	207	390.29
51	904	199	375.21
52	905	279	526.05
53	906	219	412.92
54	901	291	548.68
55	902	196	369.55
56	903	207	390.29
57	1004	208	392.18
58	1005	304	573.19
59	1001	328	618.44
60	1002	197	371.44
61	1003	207	390.29
62	1104	208	392.18
63	1105	305	575.07
64	1101	326	614.67
65	1102	197	371.44
66	1103	207	390.29
67	1204	208	392.18
68	1205	305	575.07
69	1201	326	614.67
70	1202	197	371.44
71	1203	207	390.29
72	1304	208	392.18
73	1305	305	575.07
74	1301	326	614.67
75	1302	197	371.44
76	1303	207	390.29
77	1404	208	392.18
78	1405	305	575.07
79	1401	326	614.67
80	1402	197	371.44
81	1403	207	390.29
82	1504	208	392.18
83	1505	305	575.07
84	1501	326	614.67
85	1502	197	371.44
86	1503	207	390.29

Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "B" - 3/4 VOTE  
WINDOW ALIGNMENT/REFUBISHMENT LEVY - RESIDENTIAL ONLY  
SPECIAL LEVY FEE SCHEDULE - \$66,418.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit Entitlement</u></b>	<b><u>One Time Payment Due Sep 1/09</u></b>
87	1604	208	392.18
88	1605	305	575.07
89	1601	326	614.67
90	1602	197	371.44
91	1603	207	390.29
92	1704	208	392.18
93	1705	305	575.07
94	1701	326	614.67
95	1702	197	371.44
96	1703	207	390.29
97	1804	208	392.18
98	1805	305	575.07
99	1801	326	614.67
100	1802	197	371.44
101	1803	207	390.29
102	1904	208	392.18
103	1905	305	575.07
104	1901	326	614.67
105	1902	197	371.44
106	1903	207	390.29
107	2004	208	392.18
108	2005	305	575.07
109	2001	326	614.67
110	2002	197	371.44
111	2003	207	390.29
112	2104	208	392.18
113	2105	305	575.07
114	2101	326	614.67
115	2102	197	371.44
116	2103	207	390.29
117	2204	208	392.18
118	2205	305	575.07
119	2201	326	614.67
120	2202	197	371.44
121	2203	207	390.29
122	2304	208	392.18
123	2305	305	575.07
124	2301	326	614.67
125	2302	197	371.44

**LMS 1114 - CITYCREST  
RESOLUTION "B" - 3/4 VOTE  
WINDOW ALIGNMENT/REFUBISHMENT LEVY - RESIDENTIAL ONLY  
SPECIAL LEVY FEE SCHEDULE - \$66,418.00**

66418-res-window\_alignment.xls

**STRATA PLAN LMS 1114  
RESOLUTION "C" 3/4 VOTE  
ROOFTOP DAVIT ARM INSTALLATION SPECIAL LEVY**

**This Section Applies Only To Owners Currently Paying by Pre-authorized Debit (PAD) Plan (Optional)**

Type of use: Individual \_\_\_\_\_ Business \_\_\_\_\_ (Please check)

Name of Owner(s): \_\_\_\_\_ Strata Plan & Strata Lot: \_\_\_\_\_

Address of Strata Lot: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: (Res.) \_\_\_\_\_ (Bus.) \_\_\_\_\_ (Cell) \_\_\_\_\_

As an added security feature, please choose a personal password that you will provide when accessing account information by telephone -up to 10 letters (suggest mother's maiden name) \_\_\_\_\_

**BANK ACCOUNT INFORMATION**

(PLEASE USE THE SAME BANK ACCOUNT AS FOR MONTHLY FEES DEBIT)

Deposit Account Number: \_\_\_\_\_ Branch Transit Number: \_\_\_\_\_ Financial Institution Number: \_\_\_\_\_

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Financial Institution: \_\_\_\_\_ Name \_\_\_\_\_

Branch Address \_\_\_\_\_

The special levy amount(s) will be debited in accordance to the fee schedule approved by AGM/SGM held on *April 16, 2009* I/We hereby authorize Crosby Property Management Ltd. to debit my / our bank account for the amount of the above special levy no earlier than the due date.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Signature

When the form is complete, mail, fax or email to:

Crosby Property Management Ltd.

600 – 777 Hornby Street, Vancouver, B.C., V6Z 1S4

Tel: 604-683-8900 Fax: 604-689-4829

Email: [crosby@crosbypm.com](mailto:crosby@crosbypm.com)

<b>PLEASE NOTE THAT THIS FORM <u>MUST</u> BE RECEIVED IN OUR OFFICES NO LATER THAN THE 20TH OF THE MONTH TO BE EFFECTIVE ON THE 1ST OF THE FOLLOWING MONTH.</b>
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Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "C" - 3/4 VOTE  
ROOFTOP DAVIT ARM INSTALLATION LEVY  
SPECIAL LEVY FEE SCHEDULE - \$50,000.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Jul 1/09</u></b>
<b><u>Commercial</u></b>			
1	101 - 1143 Homer St.	114	\$154.62
2	1145 - 1155 Homer St.	147	199.38
3	1147 - 1155 Homer St.	147	199.38
4	104 - 1149 Homer St.	147	199.38
5	1151 Homer St.	153	207.52
6	106 - 1163 Homer St.	433	587.29
7	107 - 433 Davie St.	99	134.28
8	435 Davie St.	175	237.36
9	109 - 437 Davie St.	223	302.46
<b><u>Residential</u></b>			
10	205	322	436.74
11	204	326	442.17
12	203	326	442.17
13	202	326	442.17
14	201	356	482.86
15	304	199	269.91
16	305 - Caretaker's Suite	-	-
17	306	219	297.04
18	301	291	394.69
19	302	196	265.84
20	303	207	280.76
21	404	199	269.91
22	405	279	378.42
23	406	219	297.04
24	401	291	394.69
25	402	196	265.84
26	403	207	280.76
27	504	199	269.91
28	505	279	378.42
29	506	219	297.04
30	501	291	394.69
31	502	196	265.84
32	503	207	280.76
33	604	199	269.91
34	605	279	378.42
35	606	219	297.04
36	601	291	394.69

Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "C" - 3/4 VOTE  
ROOFTOP DAVIT ARM INSTALLATION LEVY  
SPECIAL LEVY FEE SCHEDULE - \$50,000.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Jul 1/09</u></b>
37	602	196	265.84
38	603	207	280.76
39	704	199	269.91
40	705	279	378.42
41	706	219	297.04
42	701	291	394.69
43	702	196	265.84
44	703	207	280.76
45	804	199	269.91
46	805	279	378.42
47	806	219	297.04
48	801	291	394.69
49	802	196	265.84
50	803	207	280.76
51	904	199	269.91
52	905	279	378.42
53	906	219	297.04
54	901	291	394.69
55	902	196	265.84
56	903	207	280.76
57	1004	208	282.12
58	1005	304	412.33
59	1001	328	444.88
60	1002	197	267.20
61	1003	207	280.76
62	1104	208	282.12
63	1105	305	413.68
64	1101	326	442.17
65	1102	197	267.20
66	1103	207	280.76
67	1204	208	282.12
68	1205	305	413.68
69	1201	326	442.17
70	1202	197	267.20
71	1203	207	280.76
72	1304	208	282.12
73	1305	305	413.68
74	1301	326	442.17
75	1302	197	267.20



Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "C" - 3/4 VOTE  
ROOFTOP DAVIT ARM INSTALLATION LEVY  
SPECIAL LEVY FEE SCHEDULE - \$50,000.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Jul 1/09</u></b>
76	1303	207	280.76
77	1404	208	282.12
78	1405	305	413.68
79	1401	326	442.17
80	1402	197	267.20
81	1403	207	280.76
82	1504	208	282.12
83	1505	305	413.68
84	1501	326	442.17
85	1502	197	267.20
86	1503	207	280.76
87	1604	208	282.12
88	1605	305	413.68
89	1601	326	442.17
90	1602	197	267.20
91	1603	207	280.76
92	1704	208	282.12
93	1705	305	413.68
94	1701	326	442.17
95	1702	197	267.20
96	1703	207	280.76
97	1804	208	282.12
98	1805	305	413.68
99	1801	326	442.17
100	1802	197	267.20
101	1803	207	280.76
102	1904	208	282.12
103	1905	305	413.68
104	1901	326	442.17
105	1902	197	267.20
106	1903	207	280.76
107	2004	208	282.12
108	2005	305	413.68
109	2001	326	442.17
110	2002	197	267.20
111	2003	207	280.76
112	2104	208	282.12
113	2105	305	413.68
114	2101	326	442.17

Apr 22, 09

**LMS 1114 - CITYCREST  
RESOLUTION "C" - 3/4 VOTE  
ROOFTOP DAVIT ARM INSTALLATION LEVY  
SPECIAL LEVY FEE SCHEDULE - \$50,000.00**

<b>Strata Lot Number</b>	<b>Unit Number</b>	<b>Unit One Time Payment</b>	
		<b><u>Entitlement</u></b>	<b><u>Due Jul 1/09</u></b>
115	2102	197	267.20
116	2103	207	280.76
117	2204	208	282.12
118	2205	305	413.68
119	2201	326	442.17
120	2202	197	267.20
121	2203	207	280.76
122	2304	208	282.12
123	2305	305	413.68
124	2301	326	442.17
125	2302	197	267.20
126	2303	207	280.76
127	2404	208	282.12
128	2405	305	413.68
129	2401	326	442.17
130	2402	197	267.20
131	2403	207	280.76
132	2503	372	504.56
133	2501	453	614.42
134	2502	345	467.94
135	2603	335	454.37
136	2601	416	564.24
137	2602	345	467.94
138	2703	335	454.37
139	2701	355	481.50
140	2702	345	467.94
141	2803	335	454.37
142	2801	355	481.50
143	2802	345	467.94
144	PH#2	568	770.40
145	2901	562	762.26
		<hr/>	
		36,864	\$50,000.04
		<hr/>	

**STRATA PLAN LMS 1114  
RESOLUTION "D" 3/4 VOTE  
GARAGE GATE CONVERSION LEVY - RESIDENTIAL SECTION ONLY**

**This Section Applies Only To Owners Currently Paying by Pre-authorized Debit (PAD) Plan (Optional)**

Type of use: Individual \_\_\_\_\_ Business \_\_\_\_\_ (Please check)

Name of Owner(s): \_\_\_\_\_ Strata Plan & Strata Lot: \_\_\_\_\_

Address of Strata Lot: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: (Res.) \_\_\_\_\_ (Bus.) \_\_\_\_\_ (Cell) \_\_\_\_\_

As an added security feature, please choose a personal password that you will provide when accessing account information by telephone -up to 10 letters (suggest mother's maiden name) \_\_\_\_\_

**BANK ACCOUNT INFORMATION**

(PLEASE USE THE SAME BANK ACCOUNT AS FOR MONTHLY FEES DEBIT)

Deposit Account Number: \_\_\_\_\_ Branch Transit Number: \_\_\_\_\_ Financial Institution Number: \_\_\_\_\_

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Financial Institution: Name \_\_\_\_\_

Branch Address \_\_\_\_\_

The special levy amount(s) will be debited in accordance to the fee schedule approved by AGM/SGM held on *April 16, 2009* I/We hereby authorize Crosby Property Management Ltd. to debit my / our bank account for the amount of the above special levy no earlier than the due date.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Signature

When the form is complete, mail, fax or email to:

Crosby Property Management Ltd.

600 – 777 Hornby Street, Vancouver, B.C., V6Z 1S4

Tel: 604-683-8900 Fax: 604-689-4829

Email: [crosby@crosbypm.com](mailto:crosby@crosbypm.com)

**PLEASE NOTE THAT THIS FORM MUST BE RECEIVED IN OUR OFFICES NO LATER THAN THE 20TH OF THE MONTH TO BE EFFECTIVE ON THE 1ST OF THE FOLLOWING MONTH.**



Apr 30, 09

**LMS 1114 - CITYCREST  
RESOLUTION "D" - 3/4 VOTE  
GARAGE GATE LEVY - RESIDENTIAL ONLY  
SPECIAL LEVY FEE SCHEDULE - \$11,805.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Oct 1/09</u></b>
<b><u>Residential</u></b>			
10	205	322	\$107.91
11	204	326	109.25
12	203	326	109.25
13	202	326	109.25
14	201	356	119.30
15	304	199	66.69
16	305 - Caretaker's Suite	-	-
17	306	219	73.39
18	301	291	97.52
19	302	196	65.68
20	303	207	69.37
21	404	199	66.69
22	405	279	93.50
23	406	219	73.39
24	401	291	97.52
25	402	196	65.68
26	403	207	69.37
27	504	199	66.69
28	505	279	93.50
29	506	219	73.39
30	501	291	97.52
31	502	196	65.68
32	503	207	69.37
33	604	199	66.69
34	605	279	93.50
35	606	219	73.39
36	601	291	97.52
37	602	196	65.68
38	603	207	69.37
39	704	199	66.69
40	705	279	93.50
41	706	219	73.39
42	701	291	97.52
43	702	196	65.68
44	703	207	69.37
45	804	199	66.69
46	805	279	93.50

Apr 30, 09

**LMS 1114 - CITYCREST  
RESOLUTION "D" - 3/4 VOTE  
GARAGE GATE LEVY - RESIDENTIAL ONLY  
SPECIAL LEVY FEE SCHEDULE - \$11,805.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Oct 1/09</u></b>
47	806	219	73.39
48	801	291	97.52
49	802	196	65.68
50	803	207	69.37
51	904	199	66.69
52	905	279	93.50
53	906	219	73.39
54	901	291	97.52
55	902	196	65.68
56	903	207	69.37
57	1004	208	69.71
58	1005	304	101.88
59	1001	328	109.92
60	1002	197	66.02
61	1003	207	69.37
62	1104	208	69.71
63	1105	305	102.21
64	1101	326	109.25
65	1102	197	66.02
66	1103	207	69.37
67	1204	208	69.71
68	1205	305	102.21
69	1201	326	109.25
70	1202	197	66.02
71	1203	207	69.37
72	1304	208	69.71
73	1305	305	102.21
74	1301	326	109.25
75	1302	197	66.02
76	1303	207	69.37
77	1404	208	69.71
78	1405	305	102.21
79	1401	326	109.25
80	1402	197	66.02
81	1403	207	69.37
82	1504	208	69.71
83	1505	305	102.21
84	1501	326	109.25

Apr 30, 09

**LMS 1114 - CITYCREST  
RESOLUTION "D" - 3/4 VOTE  
GARAGE GATE LEVY - RESIDENTIAL ONLY  
SPECIAL LEVY FEE SCHEDULE - \$11,805.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Oct 1/09</u></b>
85	1502	197	66.02
86	1503	207	69.37
87	1604	208	69.71
88	1605	305	102.21
89	1601	326	109.25
90	1602	197	66.02
91	1603	207	69.37
92	1704	208	69.71
93	1705	305	102.21
94	1701	326	109.25
95	1702	197	66.02
96	1703	207	69.37
97	1804	208	69.71
98	1805	305	102.21
99	1801	326	109.25
100	1802	197	66.02
101	1803	207	69.37
102	1904	208	69.71
103	1905	305	102.21
104	1901	326	109.25
105	1902	197	66.02
106	1903	207	69.37
107	2004	208	69.71
108	2005	305	102.21
109	2001	326	109.25
110	2002	197	66.02
111	2003	207	69.37
112	2104	208	69.71
113	2105	305	102.21
114	2101	326	109.25
115	2102	197	66.02
116	2103	207	69.37
117	2204	208	69.71
118	2205	305	102.21
119	2201	326	109.25
120	2202	197	66.02
121	2203	207	69.37
122	2304	208	69.71

Apr 30, 09

**LMS 1114 - CITYCREST  
RESOLUTION "D" - 3/4 VOTE  
GARAGE GATE LEVY - RESIDENTIAL ONLY  
SPECIAL LEVY FEE SCHEDULE - \$11,805.00**

<b><u>Strata Lot Number</u></b>	<b><u>Unit Number</u></b>	<b><u>Unit One Time Payment Entitlement</u></b>	<b><u>Due Oct 1/09</u></b>
123	2305	305	102.21
124	2301	326	109.25
125	2302	197	66.02
126	2303	207	69.37
127	2404	208	69.71
128	2405	305	102.21
129	2401	326	109.25
130	2402	197	66.02
131	2403	207	69.37
132	2503	372	124.67
133	2501	453	151.81
134	2502	345	115.62
135	2603	335	112.27
136	2601	416	139.41
137	2602	345	115.62
138	2703	335	112.27
139	2701	355	118.97
140	2702	345	115.62
141	2803	335	112.27
142	2801	355	118.97
143	2802	345	115.62
144	PH#2	568	190.35
145	2901	562	188.34
		<hr/>	<hr/>
		35,226	\$11,805.06
		<hr/>	<hr/>