

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 93,  
FRANCISCO LANE, HELD ON TUESDAY, OCTOBER 24, 2006, AT 7:00 PM IN THE  
EXERCISE ROOM, 6700 RUMBLE STREET, BURNABY, BC**

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Council in attendance:

Mark Cockle, Vice-President  
Michael Layne, Treasurer  
Carol Cruickshank  
Gordon World  
Brian Kingsley

Allan Grandy,  
Strataco Management Ltd.

Absent with leave

Paul Cipywnyk, President

525-5725

**CALL TO ORDER:**

The meeting was called to order by the Strata Council Vice-President, Mr. Mark Cockle, at 7:05 pm.

**MINUTES OF THE MEETING OF SEPTEMBER 26, 2006:**

It was

**MOVED & SECONDED:**

That the minutes of the meeting of September 26, 2006 be adopted as distributed.

*MOTION CARRIED UNANIMOUSLY*

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

In the absence of the President there was no President's report.

**PROPERTY MANAGER'S REPORT:**

**1) Finance Report**

Financial Statements

The Manager tabled copies of the financial statement for the month of September 2006. The financial statement was then tabled until the next meeting of the Strata Council, pending review by the Treasurer.

Receivables Report

The Manager reviewed with Council those strata lots having outstanding balances as of the date of the meeting. No action was recommended by staff on any collection matters at this time other than those actions already initiated by the Strata Council.

2006 / 2007 Operating Budget

The Manager then tabled the revised draft of the 2006 / 2007 operating budget as amended since the last meeting of the Strata Council. Council and staff reviewed the operating budget. As a result of that review, it was

DRAFT  
FOR DISCUSSION

MOVED AND SECONDED:

That the proposed operating budget be amended and ratified, calling for a 2% increase in strata fees as paid by the ownership. It is as well agreed that  $\frac{3}{4}$  resolutions will be provided to the ownership to allow for augmented funding of the contingency reserve fund by way of special levy in order to reduce the size and likelihood of special levies being required in the future to pay for major capital cost items. The special levy funding options will be for \$95.00 per month per strata lot and \$45.00 per month per strata lot.

*MOTION CARRIED UNANIMOUSLY*

2) Completed Items

The Manager advised that since the last meeting of the Strata Council the following items have been completed: authorization to Arbutus Vinyl to undertake porch repairs to strata lots 2 and 3; completion of wood step repairs by Restoration Services; correspondence to Exertech requiring equipment maintenance; in the exercise room; authorization to University Sprinklers to complete winterization of the irrigation system; request to Restoration Services to effect gutter repair to strata lot 58; receipt of quotation for gutter cleaning from Sherwood Services; memo from Burnaby regarding living near pools and streams; roof repair, strata lots 71 and 72 by Marine Roofing; receipt of payment authorization certificate from VVV Services regarding aluminum railing installation; report from PacWest Restorations regarding interior leak repairs at strata lots 71 and 72.

Council reviewed the quotation for gutter cleaning as provided by Sherwood Services and the contractors past service to the Strata Corporation. After some discussion, it was

MOVED AND SECONDED:

That staff be authorized to accept the quotation of Sherwood Services for gutter cleaning at Francisco Lane. The contractor will be requested to complete gutter cleaning work after the conclusion of the leaf fall season.

*MOTION CARRIED UNANIMOUSLY*

It was noted that Burnaby wishes to remind all residents who live near a stream such as the one beside Francisco Lane that items such as floor washing, carpet cleaning, detergents including biodegradable products, oil, antifreeze, gasoline, car washing soaps and products, chlorinated swimming pool water, hot tub water, paint, varnishes, strippers and the like, concrete or grout, pesticides or other household poisons should not be disposed of by dumping into surface catch drains. These catch drains lead to streams and can have a significant and negative impact upon the streams.

With regard to the certificate for payment for railing repairs, it was noted that this was a progress draw as authorized by the consulting engineer.

3) In Progress

The Manager advised that the following items remain in progress: completion of interior leak repairs, strata lots 71 and 72, by PacWest Restorations; completion of interior sewer back-up repairs at strata lots 50 to 54 by PacWest Restorations; and completion of authorized balcony repairs by Arbutus Vinyl.

4) **Landscaping**

The Manager tabled copies of correspondence from Paraspace Landscaping with regard to winter planting and an owner's enquiry which has been passed along to the landscaper for response.

Staff was requested to ask an arborist to submit their report and quotation for a review of the trees on site for proper pruning and maintenance of same.

Staff was requested to review sidewalks near strata lots 44 and 2 for sidewalk re-leveling.

Staff was requested to have the arborist check on surface tree roots near strata lot 11.

5) **Insurance**

The Manager tabled copies of correspondence to and from Coastal Insurance Services wherein the insurance brokerage was requested to provide their endorsement for adjusting the valuation of the Strata Corporation's insurance policy to match that of the independent appraisal report.

6) **Correspondence**

The Manager tabled copies of correspondence regarding balcony repairs, exterior repairs, railing repair and welcome packages for Council's information.

**OTHER BUSINESS:**

**Annual General Meeting**

It was noted that the Annual General Meeting notice will contain the previously requested items as identified by the Strata Council.

**Budget Resolution**

A special levy to augment funding of the contingency reserve fund: two options (1) ratification of the insurance policy and (2) a ¾ resolution pertaining to exterior painting and wood trim repairs.

**Use of Visitor Parking Lot**

Staff was requested to forward correspondence to an owner with regard to the improper use of the visitor parking lot.

**Roof Repairs**

Staff was requested to have a roofing contractor check on a possible roof repair near strata lot 46.

<b>Council reminds all residents of the importance of tidying up in the exercise room after residents have used the equipment.</b>
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**Porch Repair**

Staff was requested to have a contractor check on a porch repair in front of strata lot 46.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:37 pm until the Annual General Meeting tentatively scheduled for Tuesday, November 28<sup>th</sup>, 2006.

**STRATACO MANAGEMENT LTD.**

**8553 Commerce Court**

**Burnaby, BC**

**V5A 4N4**

**Tel: 604-294-4141**

**Fax: 604-294-8956**



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/lh

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**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 93,  
FRANCISCO LANE, HELD ON TUESDAY, SEPTEMBER 26, 2006, AT 7:00 PM IN  
THE EXERCISE ROOM, 6700 RUMBLE STREET, BURNABY, BC**

---

Council in attendance: Paul Cipywnyk, President  
Brian Kingsley, Vice-President  
Michael Layne, Treasurer  
Carol Cruickshank  
Mark Cockle

Allan Grandy,  
Strataco Management Ltd.

Absent with leave Gordon World

**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Mr. Paul Cipywnyk, at 7:10 pm.

**MINUTES OF THE MEETING OF JULY 25, 2006:**

It was

**MOVED & SECONDED:**

That the minutes of the meeting of July 25, 2006 be adopted as distributed.

*MOTION CARRIED UNANIMOUSLY*

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

The President advised that all matters of concerns would come up for discussion during the course of the meeting and as such had nothing further to report at this time.

**PROPERTY MANAGER'S REPORT:**

**1) Finance Report**

Financial Statements

The Manager tabled the financial statements for the months of June, July and August 2006. The Treasurer, Mr. Brian Kingsley, reported that he had reviewed the financial statements and had found them to be in order. It was then

**MOVED AND SECONDED:**

That the financial statements for the months of June, July and August 2006 be adopted as distributed.

*MOTION CARRIED UNANIMOUSLY*

Receivables Report

The Manager reviewed with Council those strata lots having outstanding balances as of the date of the meeting. No action was recommended by staff on any collection matters at this time other than those actions already initiated by the Strata Council.

DRAFT  
FOR DISCUSSION

#### Royal Bank of Canada

It was noted that staff had recently changed banking services from Scotia Bank to the Royal Bank of Canada. During the course of transferring of all funds between the banks an error had occurred, and the Royal Bank of Canada submitted correspondence to the Strata Corporation identifying the error and apologizing.

#### Operating Budget

The Manager then reviewed with Council the amended draft of the proposed 2006/2007 operating budget. Council and staff reviewed the operating budget in great detail noting changes that had been made from earlier drafts of the operating budget.

Of particular concern at this time, was the higher than anticipated cost of attending to insurance claim related matters. It was noted that several significant insurance claims had been faced by the Strata Corporation and have resulted in higher than anticipated costs, as was the case the previous year. After some discussion it was agreed by Council that an increase in the funding allocation for insurance claim related expenses be provided for in the next operating budget.

Discussion as well took place with regards to tree maintenance work. A report from an arborist and costing estimate to implement tree maintenance work on site was provided for Council's review and information. Funding within the proposed operating budget would provide the required level of funding to implement the recommendations of the arborist.

In discussing the overall operating budget and the contribution to the contingency reserve fund, it was recommended by the Strata Council that the proposed operating budget allow for an inflationary increase in the cost of the strata fees of 3%. This would cover the additional costs anticipated to be incurred by the Strata Corporation through its operating budget and will result in a small amount of extra funds to be placed in the contingency reserve funds from the operating budget itself.

Council then reviewed the 10 year Capital Plan as submitted by staff. It was noted that the Strata Corporation has set aside a significant amount of money in its contingency reserve fund, but the time that the Strata Corporation contends with some of the major capital repair items to be faced over the next 10 year period, that the Corporation will undoubtedly look to the owners via special levies to raise the amount of money needed to complete all things such as the exterior repainting program, re-roofing, asphalt repairs, balcony repairs etc.

In order to allow the ownership to reach a decision on augmenting the funding of the contingency reserve fund over and above that as provided for in the operating budget, it was recommended and agreed by the Strata Council, that an additional  $\frac{3}{4}$  resolution be presented to the ownership to approve a special levy to increase funding to the contingency reserve fund. It was agreed that a special levy in the amount of \$30,300.00 (average \$25,000 per month per strata lot for a 12 month period of time) be presented to give the ownership the option of augmenting funding to the contingency reserve fund. It was

MOVED AND SECONDED:

That the budget be ratified as amended for presentation to the ownership, and that staff be further instructed to prepare and submit a  $\frac{3}{4}$  resolution to enable the ownership to vote upon a special levy to augment funding to the contingency reserve fund to reduce the likelihood and size of special levy requirements in the future.

*MOTION CARRIED UNANIMOUSLY*

2) Staff Report

Strata lot 83

The Manager tabled copies of correspondence with regards to parking request and the submission of an Indemnity Agreement for Council's information.

With regard to the owner's request for consideration to allow for overnight parking of a guest's vehicle, Council noted that, in their opinion, such a request should not be granted at this time. It was noted, however, that Council will be recommending a bylaw amendment pertaining to parking at the next Annual General Meeting.

Strata lot 37

The Manager tabled copies of a signed Indemnity Agreement submitted for Council's signatures from strata lot 37.

Indemnity Agreement Summary

The Manager tabled copies of the Indemnity Agreement summary as amended since the last Strata Council meeting.

3) Completed Items

The Manager advised that since the last meeting of the Strata Council, the following items have been completed: repair to water leak from roof B vent by Marine Roofing; authorization to Design Roofing to undertake roof maintenance work as outlined by Quality Auditing Institute and approved by the ownership; receipt of invoice from Design Roofing for roof maintenance work. Receipt of quotation for fence replacement work to the south boundary by Steelguard Fencing; wasp nest removal by A-General Pest Control; repair to Newspaper box; repair to garbage enclosures; receipt of quotation for deck repairs; correspondence to Pac West Enterprises regarding wood repair quotation; authorization to Restoration Services to undertake wood step repairs in conjunction with the handrail replacement program; correspondence to Dependable Lock & Security regarding electrical room door repair.

Concerning the above, Council reviewed the work as done by Design Roofing and Sheet Metal in accordance as outlined by Quality Auditing Institute. It was then

MOVED AND SECONDED:

That staff be authorized to pay the invoice as submitted by Design Roofing in keeping with the authorization by the ownership at the Annual General Meeting. The cost of this work shall be paid for from the contingency reserve fund.

*MOTION CARRIED UNANIMOUSLY*

With regard to the quotation for the replacement of the fence system, it was noted that the replacement quotation was to replace the existing cedar fence with a chain link fencing system. A representative from the City of Burnaby had recommended to a member of Council that the Strata Corporation utilize a chain link fence system as a result of the vandalism and abuse of the fences in that area. It was agreed that this matter would be presented to the ownership as a separate item for their consideration at the Annual general Meeting.

With regard to the balcony deck repairs. It was

MOVED AND SECONDED:

That staff be authorized to accept the quotation as submitted by Arbutus Vinyl for deck repairs at strata lots 58 and 17.

*MOTION CARRIED UNANIMOUSLY*

4) In Progress

The Manager advised that the following items remained in progress: swimming pool closure; additional bids for wood repairs in conjunction with painting; finalization of Annual General Meeting date; winterization of the irrigation system; receipt of gutter cleaning quotations.

5) Handrails

VVV Services

The Manager tabled copies of correspondence to VVV Services with regards to the authorization to proceed with the handrail installation work as approved by the Strata Council. Copies of correspondence were then reviewed by Council concerning the permit for the required work, information regarding drawings for the upgrade work; the invoice for services as submitted by VVV Services; site inspection notes as submitted by VVV Services for Council's information.

6) Landscaping

Paraspace Landscaping

The Manager tabled copies of correspondence from Paraspace Landscaping with regard to quotations for healthcare sprays to the ornamental trees; application of sticky bands to several ornamental trees; planting of the winter flowers. It was then

MOVED AND SECONDED:

That the quotation submitted by Paraspace Landscaping be approved for completion.

*MOTION CARRIED UNANIMOUSLY*

Davey Tree Service

The Manager then referred Council to a report submitted by the arborist of Davey Tree Service with regard to review of the trees on site. The arborist has recommended various degrees of pruning to control the size and growth of trees on site. It was noted that an allowance for this work has been included in the operating budget draft to be presented to the ownership at the Annual General Meeting.



7) Correspondence

The Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: pet bylaw infraction; balcony repairs; welcome packages; Indemnity Agreements; chargeback of expenses supplemental parking.



Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Thank you for your assistance.

8) Insurance

The Manager tabled copies of correspondence with regards to the insurance claim opened as a result of a sewer system back up that has affected four strata lots. It was noted that Roto Rooter has determined that the cause of the back up was improper original installation of the sewer trunk line discharge line. Roto Rooter has made repairs to the sewer discharge line so as to return the sewer to normal operation. It was

MOVED AND SECONDED:

That staff be authorized to pay the invoice as submitted by Roto Rooter as an emergency repair.

*MOTION CARRIED UNANIMOUSLY*

The Manager referred Council to correspondence from the insurance adjusting firm, as retained by the Strata Corporation's insurers, with regards to the wording of a contract to complete the balance of the structural repairs required as a result of this loss over and above the emergency flood control services provided.

OTHER BUSINESS:

Fish Symbols at Storm Drains

An offer was made by the stream keepers to paint yellow fish symbols adjacent to the storm drains on the property to serve as a reminder that the storm drains on the property discharge to fish bearing streams. It was

MOVED AND SECONDED:

That the offer of the stream keepers be accepted to undertake this work at no cost to the Strata Corporation.

*MOTION CARRIED UNANIMOUSLY*

Newspaper Box Repairs

A member of Council reported he met with a City Planner from the City of Burnaby who has recommended the use of a chain link fencing system to replace the south side fence.

The planner discussed the upgrading of the trail through the area, and has offered to attend a Council meeting to advise the Strata Council on future plans for the trail area.

It was suggested by the City planner that the city would like to undertake an alteration to one or two fence panels in the southeast corner of the Strata Corporation's property and that belonging to the adjoining Strata Corporation. The City wishes to effect this modification to avoid spots where people can hide behind fence panels.

With regard to a suggestion from the City representative that the gate through the south side fence be recessed, it was noted that this could not be easily accomplished, due to the current installation.

Parking

Council reviewed the parking bylaw and after some discussion, it was

MOVED AND SECONDED: -

That a rewording of the existing bylaw 3 (13) (c) be made for clarity.

*MOTION CARRIED UNANIMOUSLY*

Annual General Meeting Date

After review of Council's availability, it was agreed that the Annual General Meeting will be held after November 29, 2006 and that a Council meeting will be held in late October with those Council members who are available, as a final review of matters before the Annual General Meeting.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:50 pm. The next meeting of the Strata Council is to be scheduled.

**STRATACO MANAGEMENT LTD.**

**8553 Commerce Court**

**Burnaby, BC**

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**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 93, FRANCISCO LANE, HELD ON TUESDAY, JULY 25, 2006, AT 7:00 PM IN THE EXERCISE ROOM, 6700 RUMBLE STREET, BURNABY, BC**

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Council in attendance:

Paul Cipywnyk, President  
Brian Kingsley, Vice-President  
Michael Layne, Treasurer  
Carol Cruickshank  
Mark Cockle  
Gordon World (7:30)

Allan Grandy,  
Strataco Management Ltd.

**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Mr. Paul Cipywnyk, at 7:06 pm.

**MINUTES OF THE MEETING OF MAY 30, 2006:**

It was

**MOVED & SECONDED:**

That the minutes of the meeting of May 30, 2006 be adopted as distributed.

*MOTION CARRIED UNANIMOUSLY*

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

The President noted that the parking problems on site appear to be better at this time. A number of vehicles have been ticketed, and towing will be initiated by the Strata Council if repeat offenders are identified for violating the parking regulations of the Strata Corporation.

The President suggested that updating may be desirable to the parking regulations to simplify things. It was agreed that this matter would be considered at the next Strata Council meeting, and, if deemed appropriate, could be added as an agenda item at the next Annual General Meeting.

The President noted that repairs were being undertaken to the perimeter fence by Restoration Services. The President asked that any left over paint used by the contractor be left for use by owners in touching up graffiti and the like.

The President requested that staff make arrangements for a locksmith to check on the operation of the electrical room door near strata lot 68.

It was agreed by Council that the Annual General Meeting be scheduled for the month of November 2006.

**DRAFT  
FOR DISCUSSION**

**PROPERTY MANAGER'S REPORT:**

**1) Finance Report**

Financial Statement

The Manager tabled the financial statement for the month of May 2006. Pending review of the financial statement by the Treasurer, it was agreed that the financial statement for the month of May 2006 be tabled until the next Strata Council meeting.

Receivables Report

The Manager reviewed with Council those strata lots having outstanding balances as of the date of the meeting. No action was recommended by staff on any collection matters at this time other than those actions already initiated by the Strata Council.

Operating Budget Draft

The Manager introduced the first draft of the proposed operating budget for the 2006/2007 fiscal year. The Manager reviewed with Council the various inclusions and provisions of the proposed operating budget, along with the anticipated financial performance of the Strata Corporation through the current fiscal year. After further discussion of the proposed operating budget, it was agreed that the operating budget would be tabled for finalization by the Strata Council at their next meeting.

**2) Staff Report**

Indemnity Agreement Summary

The Manager tabled copies of the updated Indemnity Agreement summary as modified since the last Strata Council meeting.

**3) Completed Items**

The Manager advised that since the last meeting of the Strata Council, the following items have been completed: replacement of spa and swimming pool heater as authorized by Council by Argosy Pools; receipt of operation permits for pool and spa from Provincial Health regulatory body; awarding of roof repair contract to Design Roofing; fence repairs and fence painting; entrance gate repairs; receipt of carpentry bids for step repairs in conjunction with railing replacement work; receipt of preliminary reports for budgetary estimates for wood trim repairs prior to exterior painting in 2007; replacement of vents for pool equipment room; treatment for ant nest at strata lot 11; deck replacement at strata lot 39.

Concerning the above, and after reviewing the quotations submitted, it was

**MOVED AND SECONDED:**

That staff be authorized to accept the proposal from Restoration Services for wood step repairs, with the cost of this work to be paid for from the Strata Corporation's exterior repair budget.

**MOTION CARRIED UNANIMOUSLY**

It was then

**MOVED AND SECONDED:**

That staff be authorized to accept the proposal submitted by Oakridge Contracting as per the report submitted by VVV Services for the replacement of the wooden handrails with aluminum handrails.

**MOTION CARRIED UNANIMOUSLY**

It was noted that the handrail replacement work would be paid for from the contingency reserve fund as authorized by the owners at the Annual General Meeting.

**4) In Progress**

The Manager advised that the following items remained in progress: completion of roof repairs by Design Roofing; installation of new aluminum railings; finalization of deck repairs at strata lot 11.

It was noted that after review of the quotations for roof repairs submitted by Marine Roofing, Cambie Roofing, Design Roofing and Harvard Roofing, the Strata Council has accepted the proposal of Design Roofing in the amount of \$28,280.00 + GST for roofing repairs as recommended and outlined in the report to the Strata Corporation by Quality Auditing Institute. Design Roofing has indicated that they would anticipate the commencement of repairs in approximately 1 week's time.

It was further noted that fence replacement quotations would be obtained for the replacement of the deteriorating wooden perimeter fence. Alternative quotations would be provided for a chain link mesh style fence, as discussed with the Strata Council.

**5) Landscaping**

**Paraspace Landscaping**

The Manager tabled copies of correspondence from Paraspace Landscaping with regard to the planting of flowers on site. It was further confirmed that, as authorized by the Strata Council, Paraspace Landscaping had affected application of Merit to lawn areas to control chafer activity.

**6) Correspondence**

The Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: chargeback of expenses; chargeback of plumbing invoice; deletion of chargeback as authorized by Council; submission of Indemnity Agreement.



**Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Thank you for your assistance.**

**OTHER BUSINESS:**

Bylaw Infraction

Staff were requested to forward correspondence to the owner of one strata lot with regards to the owner allowing their dog to run loose on the property.

Newspaper Box Repairs

It was noted that Restoration Services has not yet completed the repairs to the newspaper boxes at the entrance to the complex.

Garbage Enclosure Repairs

Staff were requested to ask Restoration Services to affect repairs to the garbage enclosure across from strata lot 50.

***Council wishes to remind all residents that household garbage is not to be placed in the recycling bins. Household garbage is to be properly disposed off in the large refuse receptacles located on site. Only proper materials for recycling are to be placed in the appropriate recycling containers.***

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:02 pm, until Tuesday, September 26, 2006, at 7:00 pm in the Exercise Room, 6700 Rumble Street, Burnaby, BC

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/mk

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Council in attendance: Paul Cipywnyk, President  
Mark Cockle  
Brian Kingsley  
Gordon World (7:30)  
Carol Cruickshank (7:54)

Allan Grandy,  
Strataco Management Ltd.

Absent with leave: Michael Layne

Guest in attendance: Nancy Shangguan (Strata lot 36)

**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Mr. Paul Cipywnyk, at 7:15 pm.

**DELEGATION:**

The owner of strata lot 36 addressed the Strata Council with regard to the chargeback of costs from Restoration Services to their strata lot as a result of an earlier water escape which affected their unit.

The owner discussed with Council the circumstances surrounding the water leak, and the work that was performed by Restoration Services, and advised that in their opinion, they felt that the chargeback of additional costs, which were felt to be avoidable as identified by Restoration Services, was not fair and reasonable.

Council asked the owner several questions and thanked the owner for attending the meeting, after which the owner left the meeting.

**MINUTES OF THE MEETING OF APRIL 25, 2006:**

It was

**MOVED & SECONDED:**

That the minutes of the meeting of April 25, 2006 be adopted as distributed.

*MOTION CARRIED*

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

The President reported that despite earlier efforts and signs of improvement with parking, the overall parking concern issue had improved and then became worse.

It was noted that one owner had been granted short term use of a visitor parking stall (2 days) by the Strata Council.

DRAFT  
FOR DISCUSSION

In discussing the parking issues, it was agreed by Council that more aggressive enforcement of the parking regulations would be in order, including the towing of vehicles.

***The Strata Council wishes to continue to remind all residents that the parking of vehicles owned by residents in the visitor parking area is totally prohibited.***

**PROPERTY MANAGER'S REPORT:**

**1) Finance Report**

Financial Statement

The Manager tabled the financial statement for the month of April 2006. The Treasurer advised that he had reviewed the financial statement and found it to be in order by way of an earlier memo forwarded to Council. It was

**MOVED AND SECONDED:**

That the financial statement for the month of April 2006 be adopted as distributed.

**MOTION CARRIED**

Receivables Report

This matter was tabled for discussion until a later point in the meeting.

**2) Completed Items**

The Manager advised that since the last meeting of the Strata Council, the following items have been completed: receipt of quotation for wood trim repairs at strata lot 8; receipt of quotation for balcony deck repair at strata lot 11; posting of swimming pool opening notice; servicing of swimming pool heaters by Imperial Paddock Pools; repair to missing picket at entrance gate system by Overhead Door Company; receipt of quotation from Overhead Door Company for additional repairs; replacement of car wash bay hose; resurfacing of balconies at strata lots 27 and 88 by Arbutus Vinyl; completion of catch basin cleaning by Restoration Services; request for quotation for wood trim repairs from PacWest Enterprises in conjunction with exterior painting program for 2007; completion of fire extinguisher servicing by Royal City Fire Supply; window leak repair at strata lot 44 by Restoration Services; gutter leak repair at strata lot 44 by Restoration Services; inspection of back flow preventors and report concerning the same to the City of Burnaby by University Sprinklers; repair to small water leak to clubhouse area by Restoration Services; vandalism repairs to fencing system by Restoration Services; repair to pool deck tile by Restoration Services and treadmill repairs by Exer-Tech.

Concerning the above, and after reviewing the quotations submitted, it was

**MOVED AND SECONDED:**

That staff be authorized to accept the proposal from Restoration Services for wood repairs at strata lot 8.

**MOTION CARRIED**

Quotations were as well then tabled for balcony deck repairs at strata lots 11 and 39 (front and back). After review of the quotations submitted by Arbutus Vinyl, it was



**MOVED AND SECONDED:**

That staff be authorized to proceed with the balcony resurfacing work as identified and quoted upon.

**MOTION CARRIED**

With regards to the swimming pool and spa heaters, it was noted that despite the early season servicing completed, that the pool and spa heaters were at or near the end of their useful life. The heating systems have provided service well beyond their estimated original life span, and a quotation was received from Imperial Paddock Pools for the replacement of both units.

It was not anticipated that the two heaters would remain functional throughout the completion of the current swimming season.

It was then

**MOVED AND SECONDED:**

That staff be authorized to proceed with the replacement of the swimming pool spa and pool heaters, after the receipt of an additional quotation from Argosy Pools, as an emergency expense. Staff were authorized to accept the lowest bid.

**MOTION CARRIED**

It was noted that several lampposts are remaining on, which is believed to be caused by a defective photocell. An electrician has been requested to inspect and affect the required repairs.

**3) In Progress**

The Manager advised that the following items remained in progress: fence vandalism repairs; painting out of graffiti to fence; repair to fence gate mechanism; receipt of final quotations for roof repairs.

With regard to roof repair quotations, it was noted that quotations have been received from Marine Roofing & Sheet Metal and Design Roofing & Sheet Metal. Additional quotations are expected to be received from Harvard Roofing, Cambie Roofing and from Arbutus Roofing.

**4) Landscaping**

Paraspace Landscaping

The Manager tabled copies of a quotation from Paraspace Landscaping with regard to an annual flower planting. After review of the quotation, it was

**MOVED AND SECONDED:**

That staff be authorized to instruct Paraspace Landscaping to proceed with the flower planting.

**MOTION CARRIED**

5) **Railing Replacement Program**

The Manager tabled copies of correspondence to and from VVV Services with regards to the railing replacement program. Correspondence included the authorization to take out a permit for replacement with the City of Burnaby with the specifications prepared by the engineering consultant; clarification documents as provided to the various bidders, along with addendums to the scope of work as prepared by the engineer and forwarded to the bidders. A bid report on the quotations submitted was then provided for Council's information.

It was noted that included within the bid report, which has just been received in the last few days, was a recommendation from the engineer on wood step repairs, which should take place in conjunction with the railing work. It was agreed that staff would obtain costing estimates for the wood carpentry repairs so that the Strata Council could affect a final decision on the awarding of the railing replacement contract at a subsequent meeting.

6) **Correspondence**

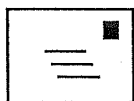
The Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: welcome packages and interior alterations within of a strata lot.

With regard to interior modifications, Council reviewed the request from strata lot 37 for permission to undertake interior modifications. After review of the documentation provided, it was

**MOVED AND SECONDED:**

That permission be granted to strata lot 37 to undertake interior renovations as per their submission to Council, subject to the owner's completion of an Indemnity Agreement and compliance with any and all City of Burnaby Building Department guidelines and requirements.

*MOTION CARRIED*



**Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Thank you for your assistance.**

**OTHER BUSINESS:**

**Strata Lot 36**

Council then reviewed the earlier presentation by the owner of strata lot 36 with regard to the chargeback of costs to the strata lot as a result of water damage repairs. After review of the information provided by the owner, and a lengthy discussion, it was

**MOVED AND SECONDED:**

That staff be instructed to delete the chargeback against strata lot 36 for \$270.00.

*MOTION CARRIED*

Lawn Damage

Staff were requested to have Paraspace Landscaping inspect lawn damage near strata lot 5 and to report on repairs that are required.

Fence Repairs

It was noted by Council that virtually as soon as repainting over the graffiti takes place on the exterior fence system, fresh graffiti appears, and almost as fast as fence repairs are completed, further vandalism to the fence system occurs.

Discussion then took place regarding the possibility of replacing the existing wooden fence system with an alternative style fence system which would be less prone to graffiti and vandalism.

While no funding is available for such work in the operating budget, discussion continued, after which it was agreed that this matter would be tabled for further discussion at a later time.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:20 pm, until Tuesday, June 27, 2006, at 7:00 pm in the Exercise Room, 6700 Rumble Street, Burnaby, BC

**STRATACO MANAGEMENT LTD.**

8553 Commerce Court

Burnaby, BC

V5A 4N4

Tel: 604-294-4141

Fax: 604-294-8956



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**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 93, FRANCISCO LANE, HELD ON TUESDAY, APRIL 25, 2006, AT 7:00 PM IN THE EXERCISE ROOM, 6700 RUMBLE STREET, BURNABY, BC**

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Council in attendance:

Paul Cipywnyk, President  
Michael Layne  
Mark Cockle  
Brian Kingsley (7:15)  
Carol Cruickshank (7:22)

Allan Grandy,  
Strataco Management Ltd.

Absent with leave

Gordon World

Guest in attendance:

Liz Eisner – Strata Lot 68

**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Mr. Paul Cipywnyk, at 7:09 pm.

**DELEGATION:**

Ms. Eisner then addressed the Strata Council with regard to some concerns pertaining to parking. The Strata Council reviewed with Ms. Eisner the actions as taken by the Strata Council in attempting to identify and deal with owners/residents who have been improperly parking their motor vehicles on site.

In response to a question on a specific motor vehicle, it was noted that the vehicle in question had been issued two prior warnings, and if this vehicle is found to be improperly parked on the common property in the future, it will be towed.

Ms. Eisner advised that the contractor, who has recently been attending to the balcony deck at strata lot 69, had left some debris on site and needs to be reminded to properly clean up after the work is completed. The owner further advised that she had cleaned up this debris.

In regards to a question raised, it was noted that a contract has been awarded for the annual cleaning of the catch basins on site.

In response to the balcony railings and the status of the placement of the same, it was noted that the Strata Council had authorized the retention of an engineer to prepare the specifications. The engineer has advised that a site meeting has been held with prospective contractors, and that final tenders for the work are anticipated to be received within the next week or two.

It was noted that the above work has been in keeping with the authorization granted by the ownership pertaining to the railings at the most recent Annual General Meeting.

**MINUTES OF THE MEETING OF APRIL 3, 2006:**

It was

**MOVED & SECONDED:**

That the minutes of the meeting of April 3, 2006 be adopted as distributed.

**MOTION CARRIED**

DRAFT  
FOR DISCUSSION

**BUSINESS ARISING FROM THE MINUTES:**

It was noted that the Overhead Door Company had attended to repairs to the main entry gate system, but had not yet returned to complete the welding repairs to the damaged or missing fence pickets. Overhead Door will be providing a welder to complete this work.

**PRESIDENT'S REPORT:**

The President reported that one motor vehicle found to be parked in a reserved parking stall has been towed from the site since the last meeting of the Strata Council.

***The Strata Council wishes to continue to remind all residents that the parking of vehicles owned by residents in the visitor parking area is totally prohibited.***

**PROPERTY MANAGER'S REPORT:**

**1) Finance Report**

Financial Statements

The Manager tabled the financial statement for the month of March 2006. The Treasurer advised that he had reviewed the financial statement and found it to be in order. It was

**MOVED AND SECONDED:**

That the financial statement for the month of March 2006 be adopted as distributed.

**MOTION CARRIED**

Receivables Report

The Manager reviewed with Council those strata lots having outstanding balances as of the date of the meeting. Subsequent to this review, it was

**MOVED AND SECONDED:**

That the supplemental parking privileges of a strata lot be revoked if the supplemental parking charges are not brought current within 30 days.

**MOTION CARRIED**

**2) Staff Report**

Meeting Schedule

The Manager confirmed the following Strata Council meeting dates for the balance of the year: May 30, June 27, July 25, September 26, October 4, and November 28, 2006. The Annual General Meeting is scheduled for October 24, 2006.

Indemnity Agreement Summary

The Manager tabled copies of the amended Indemnity Agreement summary as amended since the last meeting of the Strata Council.

**3) Completed Items**

The Manager advised that since the last meeting of the Strata Council, the following items have been completed: roof leak repair at strata lot 95 by Marine Roofing; receipt of quotation for installation of automatic rain sensor controls for irrigation system from University Sprinklers; replacement of damaged pressure reducing valve in the swimming pool equipment

room by Citywide Plumbing; repair to leaking toilet in men's washroom by Citywide Plumbing; authorization to Exer-Tech to proceed with repairs to the safety clips for the treadmills.

Council discussed the quotation as submitted by University Sprinklers for the installation of automatic rain sensor controls, and after discussion it was agreed that staff not be instructed to take any action on this matter.

It was then noted that recently a small leak had developed into the exercise room. Restoration Services has been retained to identify and correct the cause of the leak.

4) **In Progress**

Roof Repair Quotations

The Manager advised that roof repair quotations have been requested from a variety of roofing companies. One quotation from Marine Roofing has already been received.

Painting Report and Quotations

The Manager tabled copies of the specifications and tender documents received for the exterior trim painting. Quotations have been received from Remdal Painting, Prostar Painting and Citywide Painting. It was noted that this information would be used, along with the budgetary information to be established on wood repairs, to make a recommendation to the ownership at the next Annual General Meeting to undertake the exterior wood trim repainting commencing in the summer of 2007.

It was noted that balcony deck repair work has been affected at strata lots 69 and 28 as previously discussed with the Strata Council. Owners have reported further problems with balconies at strata lots 27 and 88. Quotations have been received from Arbutus Vinyl who has been undertaking balcony restoration work on site. Council reviewed the quotation as submitted, and after finding it to be in order, it was

**MOVED AND SECONDED:**

That Staff be instructed to proceed with the balcony resurfacing work for strata lots 27 and 88 as per the quotation from Arbutus Vinyl.

**MOTION CARRIED**

It was noted that an additional quotation would be obtained for the deck at strata lot 11.

It was noted that as a result of graffiti applications, repainting of the exterior fence would tentatively be scheduled during the summer months.

5) **Landscaping**

Paraspace Landscaping

The Manager confirmed that Paraspace Landscaping has been authorized to undertake the application of "BTK", as discussed at the previous Council meeting, to affect the application of merit to control chaffer worm activity in the lawns at the appropriate time.

6) **Correspondence**

The Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: parking, chargeback of expenses and alteration to a strata lot.

It was noted that prior to the Strata Council meeting, discussion had taken place with an owner of a strata lot regarding the manner in which a motor vehicle is parked in front of a garage, which impedes access to one of the supplemental stalls. It was noted that the owner in question had agreed to take appropriate steps to alleviate this problem.



**Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Thank you for your assistance.**

**OTHER BUSINESS:**

Wash Bay

Staff are requested to ask the custodian to replace the carwash bay hose.

Strata Council Member Phone Numbers

Owners are advised that the following phone numbers may be used to contact members of the Strata Council:

President	Paul Cipywnyk	Unit 74	604-525-5724
	Michael Layne	Unit 45	604-522-4399
	Carol Cruickshank	Unit 11	604-818-1029
	Brian Kingsley	Unit 46	604-525-6210
	Mark Cockle	Unit 75	604-540-0578

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:28 pm, until Tuesday, May 30, 2006, at 7:00 pm in the Exercise Room, 6700 Rumble Street, Burnaby, BC

**STRATACO MANAGEMENT LTD.**

8553 Commerce Court  
Burnaby, BC  
V5A 4N4

Tel: 604-294-4141  
Fax: 604-294-8956



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**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 93,  
FRANCISCO LANE, HELD ON MONDAY, APRIL 3, 2006, AT 7:00 PM IN THE  
EXERCISE ROOM, 6700 RUMBLE STREET, BURNABY, BC**

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Council in attendance: Paul Cipywnyk, President  
Michael Layne  
Carol Cruickshank  
Gordon World  
Mark Cockle  
  
Allan Grandy,  
Strataco Management Ltd.

Absent with leave: Brian Kingsley

**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Mr. Paul Cipywnyk, at 7:02 pm.

**MINUTES OF THE MEETING OF FEBRUARY 14, 2006:**

It was

**MOVED & SECONDED:**

That the minutes of the meeting of February 14, 2006 be adopted as distributed.

*MOTION CARRIED*

**BUSINESS ARISING FROM THE MINUTES:**

It was noted by Council that they have initiated follow up on improperly parked vehicles. While all issues are not totally resolved at this time, it is noted that the situation is much improved.

**PRESIDENT'S REPORT:**

It was noted that painting of the back fence and repairs from graffiti damage will take place as weather improves.

With regards to the treadmills in the exercise room, Staff are requested to arrange for repairs to the safety clips for the two treadmills.

**PROPERTY MANAGER'S REPORT:**

**1) Finance Report**

Financial Statements

The Manager tabled the financial statements for the months of January and February 2006. The Treasurer advised that he had reviewed the financial statements and had found them to be in order. It was

**MOVED AND SECONDED:**

That the financial statements for the months of January and February 2006 be adopted as distributed.

*MOTION CARRIED*

DRAFT  
FOR DISCUSSION

Receivables Report

The Manager reviewed with Council those strata lots having outstanding balances as of the date of the meeting. Subsequent to this review, it was

**MOVED AND SECONDED:**

That liens be registered against two strata lots for the collection of all outstanding monies and all costs incurred in the collection of the outstanding balances be assessed against the account of said strata lots.

*MOTION CARRIED UNANIMOUSLY*

2) **Staff Report**

Parking

A copy of a memo from the Strata Council President pertaining to parking enforcement activities was included for Council's information.

3) **Completed Items**

The Manager advised that since the last meeting of the Strata Council, the following items have been completed: receipt of memo from Restoration Services regarding clarification of invoice charges for water damage repairs to a strata lot; provision of emergency restoration and plumbing services for a strata lot experiencing a plumbing line leak; authorization to VVV Services to complete engineering for railing upgrade work as authorized by owners at the Annual General Meeting; repair to wall in exercise room; authorization to University Sprinklers to start up irrigation system; report from Marine Roofing on roofing repairs for a strata lot; completion of repairs to the entrance gate as recommended by Overhead Door Company.

With regards to the memo from Restoration Services, after review of the same, it was

**MOVED AND SECONDED:**

That staff be authorized to charge back to a strata lot the sum of \$270.00 as the cost identified by Restoration Services, which were incurred as a result of the owner's failure to cooperate with the drying activities resulting from a water leak affecting the strata lot.

*MOTION CARRIED*

4) **In Progress**

The Manager advised that the following items remained in progress: completion of annual fire system inspection by Royal City Fire Supply; repair to men's shower tap by Citywide Plumbing; preparation of pool for summer swimming season; receipt of tenders for exterior painting from MPDA; gutter repair at strata lot 31; and completion of deck repairs at strata lot 69 by Arbutus Vinyl.

5) **Landscaping**

Paraspace Landscaping

Council then reviewed costing estimates and recommendations from Paraspace Landscaping with regard to the BTK application for trees and chaffer worm control program.

With regards to the BTK program, it was

**MOVED AND SECONDED:**

That staff be authorized to accept the \$360.00 quotation from Paraspace Landscaping for the BTK treatment of trees to protect them from spanworm.

**MOTION CARRIED**

With regards to the chaffer worm treatment, it was noted that two alternatives exist for control of the chaffer worm, that being the use of merit, which was a chemical agent and the use of nematodes, which was a biological program. The cost of the biological program was approximately four times the cost of the chemical control program. Discussion continued regarding the various merits of each of the treatment alternatives. At the conclusion of the discussion, it was

**MOVED AND SECONDED:**

That the chaffer worm treatment program proceed utilizing the merit control option.

**MOTION CARRIED (3 in favour, 2 opposed)**

**6) Insurance**

Costal Insurance Services

The Manager tabled copies of correspondence to and from Coastal Insurance Services with regard to the request for a valuation endorsement, which has now been received from Coastal Insurance. The valuation endorsement sets the value of the Strata Corporation's insurance policy at the value identified by the independent appraisal company Ocean Province Appraisal.

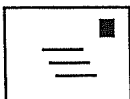
The Manager further tabled correspondence concerning the receipt of proceeds from the insurance policy for a glass breakage claim filed earlier.

Ocean Province Appraisal

The Manager tabled copies of correspondence to Ocean Province Appraisal Company regarding the renewal of the three year appraisal program as previously approved by Council.

**7) Correspondence**

The Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: welcome packages.



**Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Thank you for your assistance.**

**OTHER BUSINESS:**

Parking

Council discussed further aspects concerning the parking of motor vehicles on site. It was agreed by Council in attendance that all Council members would assist the Council President in monitoring and helping to enforce the parking issues which are most prevalent in the evening hours.

***Once again, Council wishes to remind owners that residents may not park in the visitor parking areas as these areas are reserved exclusively for guests of the residents of Francisco Lane. All residents are also reminded that the parking of motor vehicles on the roadway is expressly prohibited.***

Gas Line Installation

Council then received correspondence from the owner of strata lot 83, wherein the owner has requested permission to install a natural gas supply line for servicing a stove. It was then

**MOVED AND SECONDED:**

That the owner of strata lot 83 be granted approval for the supply and installation of a natural gas line for the stove in the residence, subject to the completion of the required Indemnity Agreement and the owner obtaining all the required permits and inspections by the Gas Inspection Branch and returning copies of the same to the Strata Corporation for verification.

***MOTION CARRIED***

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:10 pm, until Tuesday, April 25, 2006, at 7:00 pm in the Exercise Room, 6700 Rumble Street, Burnaby, BC

**STRATACO MANAGEMENT LTD.**

8553 Commerce Court

Burnaby, BC

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Tel: 604-294-4141

Fax: 604-294-8956



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**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 93, FRANCISCO LANE, HELD ON TUESDAY, FEBRUARY 14, 2006, AT 7:00 PM IN THE EXERCISE ROOM, 6700 RUMBLE STREET, BURNABY, BC**

---

Council in attendance: Paul Cipywnyk, President  
Michael Layne  
Carol Cruickshank  
Brian Kingsley  
  
Allan Grandy,  
Strataco Management Ltd.

Absent with leave: Gordon World  
Mark Cockle

Guest in attendance: Elizabeth Eisner

**CALL TO ORDER:**

The meeting was called to order by the Property Manager, Mr. Allan Grandy, at 7:05 pm.

**DELEGATION:**

Ms. Eisner then addressed the Strata Council with regard to the ongoing concerns of improper parking of vehicles on site. Ms. Eisner reviewed her history of parking infractions that she has observed, some of which have been reported to the Strata Council.

It was noted that at the most recent Annual General Meeting, discussion did take place on the issues and concerns with regard to parking, and the Strata Council was asked to take a more aggressive approach to the enforcement of the parking regulations.

Ms. Eisner continued noting that while she had hoped that after the Annual General Meeting, and the minutes were distributed, that those residents who continuously continue to breach the parking regulations of the Strata Corporation would take note and amend their ways, and regrettably this has not been the case.

Ms. Eisner discussed with Council in attendance, past enforcement activities, the various notices issued to owners concerning this matter, and it was ultimately discussed that little alternative is left for the Strata Council other than to impose the towing of improperly parked vehicles.

Ms. Eisner then left the meeting with Council thanking her for attending.

Council then discussed the parking issues, as discussed at the Annual General Meeting, and as relayed to Council since that time.

It was noted that although efforts were made to obtain the cooperation of certain owners, who have been reported to have been abusing the parking regulations, full cooperation of those involved has not been obtained. Council feels that there is little alternative left other than to commence towing activities, and as such, it was

**MOVED AND SECONDED:**

That the Strata Council authorize and approve the towing of any improperly parked motor vehicles on the property, which in the Strata Council's opinion, are deemed necessary to remove. The towing of vehicles will be at the Strata Council's sole discretion and will be done

DRAFT  
FOR DISCUSSION

without any further prior notice or warning to the owners of vehicles found to be improperly parked.

*MOTION CARRIED UNANIMOUSLY*

Council wishes to remind all owners of Francisco Lane that the visitor parking area is reserved exclusively for guests of residents of Francisco Lane, and that the roadways are designated fire lanes. The parking of vehicles along the roadways is expressly prohibited as per the resolution adopted by the Strata Council earlier in the meeting. The towing of motor vehicles found improperly parked on the property will be done at the Strata Council's sole discretion and without any further notice or warning to the vehicle owner, and at the vehicle owner's risk and expense.

**ELECTION OF THE STRATA COUNCIL EXECUTIVE**

Nominations were then called for the position of Strata Council President. Mr. Paul Cipywnyk was duly nominated, and there being no further nominations was declared elected by acclamation.

Nominations were then called for the position of Strata Council Vice President. Mr. Brian Kingsley was duly nominated, and there being no further nominations was declared elected by acclamation.

The following Committee appointment was then confirmed. Mr. Michael Layne was appointed as Treasurer.

**MINUTES OF THE MEETING OF OCTOBER 4, 2005:**

It was

**MOVED & SECONDED:**

That the minutes of the meeting of October 4, 2005 be adopted as distributed.

*MOTION CARRIED*

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

The President reported that further damage had been incurred to the perimeter fencing system, along with the application of graffiti. It will be necessary for the Strata Corporation to paint the fence once again, when the warmer dryer weather arrives.

Staff were requested to forward correspondence to several strata lots in question by the President with regard to breaches of the Strata Corporation bylaws.

**PROPERTY MANAGER'S REPORT:**

1) **Finance Report**

Financial Statements

The Manager tabled the financial statements for the months of September, October, November and December 2005. The Treasurer from the previous Strata Council term

of office advised that the financial statements had been reviewed and had been found to be in order. It was

**MOVED AND SECONDED:**

That the financial statements for the months of September, October, November and December 2005 be adopted as distributed.

**MOTION CARRIED**

Receivables Report

The Manager reviewed with Council those strata lots having outstanding balances as of the date of the meeting. No action was recommended by staff on any collections matters other than those actions already initiated by the Strata Council.

Notice of Strata Fees

The Manager confirmed the distribution of the notice of strata fees to all strata lot owners after the Annual General Meeting.

Investment Statements

The Manager tabled for Council's information copies of the investment statements as submitted by Raymond James, Prospera Credit union, and Ubiquity.

**2) Completed Items**

The Manager advised that since the last meeting of the Strata Council, the following items have been completed: authorization for broken glass claim repair at strata lot 39; roof leak repair at strata lot 32 by Marine Roofing; gutter repair at strata lot 9 by Carlson Roofing; authorization for repairs to the entrance gate to the complex by Overhead Door Company; repair to entrance gate man door by Messenger Restoration; repair to roof leak and window flashing trim leak at strata lot 83 by Marine Roofing and PacWest Restorations; cleaning of gutters by Sherwood Services; repair to gutter system leak at strata lot 31 by Messenger Restorations; correspondence to the Burnaby Fire Department and Mundie's Towing regarding Strata Council members list; authorization to Restoration Services to affect repair to balcony and window trim at strata lot 11; authorization to Overhead Door Company to proceed with replacement of defective entrance gate pivot bearing; authorization to TNC Restoration to affect window leak repairs at strata lot 38; repair to exterior light fixture at strata lot 94; repair to keypad beside magnate at entrance to complex; handrail repair at strata lot 98.

**3) In Progress**

The Manager advised that the following items remained in progress: balcony repair at strata lot 69 by Hallmark Decking; window frame leak at strata lot 3 by Restoration Services; awarding of contract for providing engineering services for replacement of wooden handrails with metal handrails; receipt of revised roof repair quotations; interior repairs from roof leak at unit 32 by PacWest Restorations; finalization of invoice for repair services to strata lot 36.

With regard to the retention of the engineer, it was

MOVED AND SECONDED:

That staff be authorized to retain a qualified engineer to prepare the specifications for tendering the replacement of the wooden handrails with metal handrails as authorized by the ownership at the Annual General Meeting.

*MOTION CARRIED*

4) Landscaping

Paraspace Landscaping

The Manager tabled copies of the quotation for the renewal of the landscape maintenance contract with Paraspace Landscaping.

In light of the past satisfaction with the services as provided by Paraspace, it was

MOVED AND SECONDED:

That staff be instructed to renew the landscape maintenance contract for the ensuing 12 month period with Paraspace Landscaping.

*MOTION CARRIED*

It was noted that at the next meeting of the Strata Council, the Council will have to give direction on the treatment program to be used for control of the chafer beetle.

5) Insurance

Request for Renewal

The Manager tabled copies of correspondence forwarded to several insurance brokers, wherein quotations were requested for renewal of the Strata Corporation's insurance policy.

Costal Insurance Services

The Manager tabled copies of correspondence regarding the completion of the pollution endorsement application form, confirmation of the awarding of the insurance policy for the 2006 calendar year, and a valuation endorsement request for Council's information.

A copy of the certificate is attached to the minutes for the information of the owners. Please note in particular the water loss deductible.

Owners are reminded that the Strata Corporation's insurance policy does not cover personal belongings or improvements which may have been made to the strata lots since originally built. Owners who have made improvements to their strata lots, such as flooring upgrades, appliance upgrades, cabinet upgrades, or the installation of other fixtures or chattels, must ensure that all of these are reported to their homeowner insurers, and that they have coverage to allow for these improvements to be restored in case of a major loss. Owners are also responsible to ensure that they obtain insurance for their personal belongings as well as for personal liability in case of a civil lawsuit against them.



Owners are further reminded to ensure that they query their broker about obtaining coverage to "buy down" the Strata Corporation's insurance deductibles (which can be a significant amount) to the level of their homeowner's insurance deductible. A number of homeowner insurance policies do not provide this coverage as a matter of course, and this should be specifically requested.

If owners have any questions regarding their insurance requirements or their current homeowner policy, they are urged to take the Strata Corporation's insurance certificate to their personal brokers so that they can discuss coverages to avoid any financial hardship in case of an insurable claim.

The Manager also indicated that under the new policy, Strataco had negotiated with the underwriters the right to adjudicate claims up to a certain level. This was an important gain in terms of expediting the work when a claim needed to be processed. Adjusters often take considerable time in making decisions as to proceeding with repair work, often leaving the owners with an uncomfortable situation for unresolved repairs. It is anticipated that with the cooperation of the insurance company, Strataco can expedite the initiation of repairs in a more timely manner and thus shorten considerably the time needed for repairs to be undertaken. Claims of a larger nature would still require the insurance company's adjusters to attend.

6) **Correspondence**

The Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: election and re-election letters sent to Council; parking bylaw infractions; repair cost evaluation and welcome letters sent to new owners.



**Council reminds all owners that Strata Corporation policy requires all communication to Council to be sent via the management office. This will ensure that the correspondence can be dealt with officially by the Strata Council at a duly convened meeting. Thank you for your assistance.**

7) **Meeting Schedule**

The Manager presented the proposed meeting schedule for 2006, calling for regular Strata Council meetings to be held on February 14, March 28, April 25, May 30, June 27, July 25, September 26, November 28, 2006, and the Annual General Meeting has been tentatively scheduled to be held on October 24, 2006. It was

**MOVED & SECONDED:**

That the 2006 meeting schedule be adopted as presented.

**MOTION CARRIED UNANIMOUSLY**

**OTHER BUSINESS:**

**Railing**

Staff were requested to inspect the handrail at strata lot 46 for unevenness.

Garbage Enclosure Repair

Staff were requested to ask a handyman to repair the sliding doors for the garbage enclosure near strata lot 50.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:26 pm, until Tuesday, March 28, 2006, at 7:00 pm in the Exercise Room, 6700 Rumble Street, Burnaby, BC

**STRATACO MANAGEMENT LTD.**

**8553 Commerce Court**

**Burnaby, BC**

**V5A 4N4**

**Tel: 604-294-4141**

**Fax: 604-294-8956**



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# COASTAL INSURANCE SERVICES LTD.

104 - 2331 Marpole Avenue, Port Coquitlam, BC V3C 2A1 Tel: 604-944-1700 Fax: 604-944-1734  
1322 Johnston Road, White Rock, BC V4B 3Z2 Tel: 604-531-1020 Fax: 604-531-2031  
Toll Free: 1-800-665-3310 Website - www.coastalinsurance.com - e-mail: info@coastalinsurance.com

Policy No. CLMS 93

## DECLARATIONS

Replacing Policy No. - CON 4599 - -7

Name of Insured:	The Owners of Strata Plan LMS 93 Francisco Lane
Location Address:	6700 Rumble Street, Burnaby, BC, V5E 4H7
Additional Named Insured & Mailing Address:	Strataco Management Ltd. , 8553 Commerce Court, Burnaby, BC V5A 4N4
Policy Period:	12/31/05 to 12/31/06 (mm/dd/yy) 12:01 a.m. Standard Time
Loss Payable to:	The Insured or Order in Accordance with the Strata Property Act of British Columbia
Insurers:	As Per List of Participating Insurers Attached.

Insurance is provided subject to the Declarations, Terms, Conditions, Limitations and Endorsements of this policy and only for those coverages for which specific limits or amounts of Insurance are shown on this Declaration Page.

INSURING AGREEMENTS		Deductibles (\$)	Limits (\$)
<b>PROPERTY COVERAGES - Form STR09/98R</b>			
All Property, All Risks, Stated Amount Co-Insurance, Bylaws, Replacement Cost		2,500	18,220,000
Water Damage		5,000	Included
Backup of Sewers, Sumps, Septic Tanks or Drains		5,000	Included
Earthquake Damage		10%	Included
Flood Damage		25,000	Included
Lock & Key		250	5,000
Money Coverage		1,000	5,000
<b>BLANKET EXTERIOR GLASS INSURANCE - Form 000102(Rev.11/98)</b>		100	Blanket
<b>COMMERCIAL GENERAL LIABILITY - Form 000102(Rev.11/98)</b>			
Coverage A - Bodily Injury & Property Damage Liability	Per Occurrence	500	10,000,000
Products & Completed Operations	Aggregate	500	10,000,000
Coverage B - Personal Injury Liability	Per Occurrence	500	10,000,000
Coverage C - Medical Payments	Any One Person		2,500
	Per Occurrence		25,000
Coverage D - Tenants Legal Liability		500	500,000
Non-Owned Automobile Endorsement SPF #6 - Form 335002	Per Occurrence		10,000,000
Contractual Liability Endorsement SEF #96	Per Occurrence	500	50,000
Excluding Long Term Leased Vehicle Endorsement - S.E.F. No. 99	Per Occurrence		10,000,000
Limited Pollution Liability Coverage Endorsement	Aggregate		1,000,000
Employee Benefit Liability - Form 000200	Aggregate	500	1,000,000
Advertising Liability - Form 000117	Per Occurrence		500,000
<b>DIRECTORS &amp; OFFICERS LIABILITY - Form G/A2(04/01) Claims Made Form</b>		500 Retention	2,000,000
<b>POLLUTION &amp; REMEDIATION LEGAL LIABILITY - Form LGIC-PARL3CP(12/99) Claims Made Form</b>		Aggregate 10,000 Retention	1,000,000
<b>VOLUNTEER ACCIDENT INSURANCE PLAN - Plan II</b>			
Principal Sum = \$100,000 Weekly Indemnity = \$500 (maximum 52 weeks) Accidental Medical = \$5,000		7 Day Waiting Period	100,000
Dental Injury = \$2,500			
<b>COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION RIDER</b>			
Form 500000(Rev.01/200)			
I. Employee Dishonesty Coverage - Form A			10,000
II. Loss Inside the Premises			5,000
III. Loss Outside the Premises			5,000
<b>MACHINERY BREAKDOWN - Form 780014(11/98)</b>			
Extra Expense		500 24 Hrs Waiting Period	18,220,000 100,000

### \*\*ALL COVERAGES SUBJECT TO POLICY DEFINITIONS\*\*

This Policy contains a clause(s), which may limit the amount payable.  
This policy shall not be valid or binding unless countersigned by a duly  
Authorized Representative of the Insurer.

Authorized Representative  
Coastal Insurance Services Ltd.



# COASTAL INSURANCE SERVICES LTD.

104 - 2331 Marpole Avenue, Port Coquitlam, BC V3C 2A1 Tel: 604-944-1700 Fax: 604-944-1734  
1322 Johnston Road, White Rock, BC V4B 3Z2 Tel: 604-531-1020 Fax: 604-531-2031  
Toll Free: 1-800-665-3310 Website -www.coastalinsurance.com - e-mail: info@coastalinsurance.com

## SCHEDULE OF PARTICIPATING INSURERS FOR

The Owners of Strata Plan LMS 93 Francisco Lane  
Policy # CLMS 93

Term: 12/31/05 to 12/31/06 (mm/dd/yy) 12:01 a.m. Standard Time

INSURER	COVERAGE	%	LIMIT (\$)
Aviva Insurance Company of Canada	Property	40	7,288,000
Axa Pacific Insurance Company	Property	40	7,288,000
The Citadel General Assurance Company	Property	20	3,644,000
Aviva Insurance Company of Canada	Commercial General Liability	100	10,000,000
Aviva Insurance Company of Canada	Directors & Officers Liability	100	2,000,000
Aviva Insurance Company of Canada	Commercial Blanket Bond	100	10,000
Aviva Insurance Company of Canada	Inside/Outside Robbery Holdup	100	5,000
Aviva Insurance Company of Canada	Glass	100	Blanket Exterior Coverage
XL Insurance Company Ltd.	Pollution & Remediation Legal Liability	100	1,000,000
Aviva Insurance Company of Canada	Machinery Breakdown	100	18,220,000
The Citadel General Assurance Company	Volunteer Accident Insurance Plan	100	100,000

### DISCLOSURE NOTICE - UNDER THE FINANCIAL INSTITUTIONS ACT

The Financial Institutions act requires that the information contained in this Disclosure Notice be provided to a customer in writing at the time of entering into an insurance transaction.

1. I, Sandra Vassell, am licensed as a general insurance agent by the Insurance Council of British Columbia
2. This transaction is between you and , , (Insurer) and as indicated on the policies.
3. In soliciting the transaction described above, I am representing Coastal Insurance Services Ltd. who does business with the Insurer
4. The nature and extent of the Insurer's interest in the agency is none.
5. Upon completion of this transaction, the agent will be remunerated by way of commission or fee by the Insurer
6. The Financial Institutions act prohibits the Insurer from requiring you to transact additional or other business with the Insurer or any other person or Corporation as a condition of this transaction.

TOTAL PREMIUM

\$21,472.

E&OE/SV

INSURED'S COPY

# Francisco Lane

"THE OWNERS STRATA PLAN LMS 93"

8553 Commerce Court  
Burnaby, BC  
V5A 4N4  
Phone: 604-294-4141  
Fax: 604-294-8956



January 3, 2006

The Owners  
Strata Plan LMS 93  
Francisco Lane

**Re: 2005/2006 operating budget and strata fees**

Dear Owners:

Attached please find a copy of the 2005/2006 operating budget approved by the ownership at the recent General Meeting.

Your monthly strata fee, retroactive to October 1, 2005, is shown on the attached schedule. If you have made payment for October through December 2005 in the old amount, you will have to add the difference to your January 2006 payment.

*Owners on the pre-authorized payment plan are asked to note that the February 2006 withdrawal will include the difference for October, November, December 2005 and January 2006, and commencing March 2006 the monthly withdrawal will be reduced to the amount shown on the attached schedule for the remainder of the fiscal year.*

To ensure your account is current at all times, please consider one of the following payment options:

1. **Pre-Authorized Payment:**

The pre-authorized payment plan provides for an automatic transfer from your account to that of the Strata Corporation. If you wish to enroll on this plan, please contact our Accounting Department and an application form will be sent to you.

LMS 93 Owners  
January 3, 2006

2. **Post-Dated Cheques:**

We would be pleased to accept a series of post-dated cheques for the upcoming fiscal year.

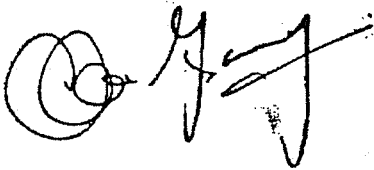
*Should you choose to pay by cheque, your cheque should be made payable to your strata plan (the strata plan number appears at the top of this notice) and your strata lot and unit number written on the cheque. This will ensure proper credit to your account.*

Please remember that all strata fees are due and payable on the 1<sup>st</sup> day of the month, in advance, and if not paid in a timely manner your account will be subject to late payment charges pursuant to the Strata Corporation's bylaws.

Thank you for keeping your account current, and should you have any questions or require further information please do not hesitate to contact our office.

Sincerely yours,

**STRATACO MANAGEMENT LTD.**

A handwritten signature in black ink, appearing to read 'Allan Grandy', with a stylized flourish at the end.

Allan Grandy,  
Property Manager

/eb

attachments

**STRATA PLAN LMS 93 - FRANCISCO LANE**  
**2005-2006 OPERATING BUDGET**

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**INCOME**

Interest - operating fund	\$	500.00
Strata fees		262,580.00
Parking fees		4,600.00
CRF transfer - balconies		18,000.00
CRF transfer - insurance claims		<u>19,000.00</u>
 TOTAL INCOME	 \$	 304,680.00

**EXPENDITURES**

General

Audit	\$	1,000.00
Insurance		26,000.00
Insurance appraisal		850.00
Management fees		21,800.00
Janitorial contract		10,980.00
Legal		100.00
Council administration		100.00
Records storage		107.00
Duplicating/postage		2,800.00
Moving charges		320.00
Bank charges		<u>500.00</u>
 Sub-total General	 \$	 64,557.00

Building

Fire protection equipment	\$	300.00
Pest control services		1,400.00
Entry gate		800.00
General maintenance		5,500.00
Locks & keys		400.00
Repairs - exterior		50,000.00
Roof repairs/maintenance		6,000.00
Interior repairs		3,000.00
Refuse removal		6,100.00
Enterphone system		530.00
Insurance claims		<u>10,000.00</u>
 Sub-total Building	 \$	 84,030.00

Grounds

Electricity	\$	4,900.00
Improvements		3,000.00
Irrigation		750.00
Fire hydrants		400.00

Landscaping	33,700.00
Repairs	3,000.00
Supplies	100.00
Tree maintenance	3,000.00
Road/sewer maintenance	2,200.00
Snow removal	<u>3,000.00</u>
Sub-total Grounds	\$ 54,050.00
<u>Recreation Facilities</u>	
Chemicals	\$ 1,300.00
Pool electricity & heat	4,600.00
Building maintenance	1,000.00
Pool repairs	800.00
Supplies	200.00
Pool licenses	<u>350.00</u>
Sub-total Recreation Facilities	\$ 8,250.00
Contingency Fund	\$ 56,793.00
Total budget expenses	\$ 267,680.00
Deficit/Surplus	\$ 37,000.00



## FRANCISCO LANE

## STRATA PLAN LMS 93

## 2005/2006 SCHEDULE OF STRATA FEES

\$262,580.00

## 2005/2006 ANNUAL STRATA FEES

\$ 205,787.00

\$ 56,793.00

STRATA LOT #	UNIT NO.	UNIT ENTITLEMENTS	YEARLY ASSESSMENTS	MONTHLY OPERATING ASSESSMENTS	MONTHLY RESERVE CONTRIBUTION	TOTAL MONTHLY ASSESSMENTS
1	1	1480	\$ 2,604.09	\$ 170.07	\$ 46.94	\$ 217.01
2	2	1448	\$ 2,547.78	\$ 166.39	\$ 45.92	\$ 212.32
3	3	1448	\$ 2,547.78	\$ 166.39	\$ 45.92	\$ 212.32
4	4	1448	\$ 2,547.78	\$ 166.39	\$ 45.92	\$ 212.32
5	5	1628	\$ 2,864.50	\$ 187.08	\$ 51.63	\$ 238.71
6	6	2073	\$ 3,647.48	\$ 238.21	\$ 65.74	\$ 303.96
7	7	1603	\$ 2,820.51	\$ 184.21	\$ 50.84	\$ 235.04
8	8	1609	\$ 2,831.07	\$ 184.89	\$ 51.03	\$ 235.92
9	9	1484	\$ 2,611.13	\$ 170.53	\$ 47.06	\$ 217.59
10	10	1841	\$ 3,239.27	\$ 211.55	\$ 58.38	\$ 269.94
11	11	2023	\$ 3,559.51	\$ 232.47	\$ 64.16	\$ 296.63
12	12	1355	\$ 2,384.15	\$ 155.71	\$ 42.97	\$ 198.68
13	13	1616	\$ 2,843.38	\$ 185.70	\$ 51.25	\$ 236.95
14	14	1480	\$ 2,604.09	\$ 170.07	\$ 46.94	\$ 217.01
15	15	1836	\$ 3,230.48	\$ 210.98	\$ 58.23	\$ 269.21
16	16	1335	\$ 2,348.96	\$ 153.41	\$ 42.34	\$ 195.75
17	17	1340	\$ 2,357.75	\$ 153.98	\$ 42.50	\$ 196.48
18	18	1321	\$ 2,324.32	\$ 151.80	\$ 41.89	\$ 193.69
19	19	1330	\$ 2,340.16	\$ 152.83	\$ 42.18	\$ 195.01
20	20	1593	\$ 2,802.91	\$ 183.06	\$ 50.52	\$ 233.58
21	21	1389	\$ 2,443.97	\$ 159.61	\$ 44.05	\$ 203.66
22	22	1391	\$ 2,447.49	\$ 159.84	\$ 44.11	\$ 203.96
23	23	1385	\$ 2,436.93	\$ 159.15	\$ 43.92	\$ 203.08
24	24	1384	\$ 2,435.17	\$ 159.04	\$ 43.89	\$ 202.93
25	25	1386	\$ 2,438.69	\$ 159.27	\$ 43.96	\$ 203.22
26	26	1374	\$ 2,417.58	\$ 157.89	\$ 43.57	\$ 201.46
27	27	1636	\$ 2,878.57	\$ 188.00	\$ 51.88	\$ 239.88
28	28	1634	\$ 2,875.05	\$ 187.77	\$ 51.82	\$ 239.59
29	29	1499	\$ 2,637.52	\$ 172.25	\$ 47.54	\$ 219.79
30	30	1843	\$ 3,242.79	\$ 211.78	\$ 58.45	\$ 270.23
31	31	1335	\$ 2,348.96	\$ 153.41	\$ 42.34	\$ 195.75
32	32	1330	\$ 2,340.16	\$ 152.83	\$ 42.18	\$ 195.01
33	33	1343	\$ 2,363.03	\$ 154.33	\$ 42.59	\$ 196.92
34	34	1332	\$ 2,343.68	\$ 153.06	\$ 42.24	\$ 195.31
35	35	1829	\$ 3,218.16	\$ 210.18	\$ 58.00	\$ 268.18
36	36	1501	\$ 2,641.04	\$ 172.48	\$ 47.60	\$ 220.09
37	37	1324	\$ 2,329.60	\$ 152.14	\$ 41.99	\$ 194.13
38	38	1339	\$ 2,356.00	\$ 153.87	\$ 42.46	\$ 196.33
39	39	1329	\$ 2,338.40	\$ 152.72	\$ 42.15	\$ 194.87
40	40	1376	\$ 2,421.10	\$ 158.12	\$ 43.64	\$ 201.76
41	41	1384	\$ 2,435.17	\$ 159.04	\$ 43.89	\$ 202.93

## FRANCISCO LANE

## STRATA PLAN LMS 93

## 2005/2006 SCHEDULE OF STRATA FEES

\$262,580.00

2005/2006 ANNUAL STRATA FEES                      \$    205,787.00    \$    56,793.00

STRATA LOT #	UNIT NO.	UNIT ENTITLEMENTS	YEARLY ASSESSMENTS	MONTHLY OPERATING ASSESSMENTS	MONTHLY RESERVE CONTRIBUTION	TOTAL MONTHLY ASSESSMENTS
42	42	1384	\$ 2,435.17	\$ 159.04	\$ 43.89	\$ 202.93
43	43	1381	\$ 2,429.90	\$ 158.69	\$ 43.80	\$ 202.49
44	44	1741	\$ 3,063.32	\$ 200.06	\$ 55.21	\$ 255.28
45	45	1601	\$ 2,816.99	\$ 183.98	\$ 50.77	\$ 234.75
46	46	1448	\$ 2,547.78	\$ 166.39	\$ 45.92	\$ 212.32
47	47	1445	\$ 2,542.50	\$ 166.05	\$ 45.83	\$ 211.88
48	48	1454	\$ 2,558.34	\$ 167.08	\$ 46.11	\$ 213.20
49	49	1469	\$ 2,584.73	\$ 168.81	\$ 46.59	\$ 215.39
50	50	1515	\$ 2,665.67	\$ 174.09	\$ 48.05	\$ 222.14
51	51	1451	\$ 2,553.06	\$ 166.74	\$ 46.02	\$ 212.76
52	52	1442	\$ 2,537.23	\$ 165.70	\$ 45.73	\$ 211.44
53	53	1452	\$ 2,554.82	\$ 166.85	\$ 46.05	\$ 212.90
54	54	1561	\$ 2,746.61	\$ 179.38	\$ 49.50	\$ 228.88
55	55	1588	\$ 2,794.12	\$ 182.48	\$ 50.36	\$ 232.84
56	56	1321	\$ 2,324.32	\$ 151.80	\$ 41.89	\$ 193.69
57	57	1321	\$ 2,324.32	\$ 151.80	\$ 41.89	\$ 193.69
58	58	1343	\$ 2,363.03	\$ 154.33	\$ 42.59	\$ 196.92
59	59	1475	\$ 2,595.29	\$ 169.50	\$ 46.78	\$ 216.27
60	60	1842	\$ 3,241.03	\$ 211.67	\$ 58.42	\$ 270.09
61	61	1585	\$ 2,788.84	\$ 182.14	\$ 50.27	\$ 232.40
62	62	1340	\$ 2,357.75	\$ 153.98	\$ 42.50	\$ 196.48
63	63	1338	\$ 2,354.24	\$ 153.75	\$ 42.43	\$ 196.19
64	64	1340	\$ 2,357.75	\$ 153.98	\$ 42.50	\$ 196.48
65	65	1475	\$ 2,595.29	\$ 169.50	\$ 46.78	\$ 216.27
66	66	1820	\$ 3,202.32	\$ 209.14	\$ 57.72	\$ 266.86
67	67	1336	\$ 2,350.72	\$ 153.52	\$ 42.37	\$ 195.89
68	68	1324	\$ 2,329.60	\$ 152.14	\$ 41.99	\$ 194.13
69	69	1320	\$ 2,322.56	\$ 151.69	\$ 41.86	\$ 193.55
70	70	1336	\$ 2,350.72	\$ 153.52	\$ 42.37	\$ 195.89
71	71	1637	\$ 2,880.33	\$ 188.11	\$ 51.92	\$ 240.03
72	72	1638	\$ 2,882.09	\$ 188.23	\$ 51.95	\$ 240.17
73	73	1530	\$ 2,692.06	\$ 175.82	\$ 48.52	\$ 224.34
74	74	1831	\$ 3,221.68	\$ 210.41	\$ 58.07	\$ 268.47
75	75	1637	\$ 2,880.33	\$ 188.11	\$ 51.92	\$ 240.03
76	76	1651	\$ 2,904.97	\$ 189.72	\$ 52.36	\$ 242.08
77	77	1521	\$ 2,676.23	\$ 174.78	\$ 48.24	\$ 223.02
78	78	1833	\$ 3,225.20	\$ 210.64	\$ 58.13	\$ 268.77
79	79	1330	\$ 2,340.16	\$ 152.83	\$ 42.18	\$ 195.01
80	80	1322	\$ 2,326.08	\$ 151.91	\$ 41.93	\$ 193.84
81	81	1310	\$ 2,304.97	\$ 150.54	\$ 41.54	\$ 192.08
82	82	1327	\$ 2,334.88	\$ 152.49	\$ 42.08	\$ 194.57

FRANCISCO LANE

STRATA PLAN LMS 93

2005/2006 SCHEDULE OF STRATA FEES

\$262,580.00

2005/2006 ANNUAL STRATA FEES                      \$   205,787.00    \$    56,793.00

STRATA LOT #	UNIT NO.	UNIT ENTITLEMENTS	YEARLY ASSESSMENTS	MONTHLY OPERATING ASSESSMENTS	MONTHLY RESERVE CONTRIBUTION	TOTAL MONTHLY ASSESSMENTS
83	83	1573	\$ 2,767.72	\$ 180.76	\$ 49.89	\$ 230.64
84	84	1380	\$ 2,428.14	\$ 158.58	\$ 43.76	\$ 202.34
85	85	1372	\$ 2,414.06	\$ 157.66	\$ 43.51	\$ 201.17
86	86	1372	\$ 2,414.06	\$ 157.66	\$ 43.51	\$ 201.17
87	87	1381	\$ 2,429.90	\$ 158.69	\$ 43.80	\$ 202.49
88	88	1364	\$ 2,399.98	\$ 156.74	\$ 43.26	\$ 200.00
89	89	1365	\$ 2,401.74	\$ 156.86	\$ 43.29	\$ 200.15
90	90	1381	\$ 2,429.90	\$ 158.69	\$ 43.80	\$ 202.49
91	91	1377	\$ 2,422.86	\$ 158.24	\$ 43.67	\$ 201.90
92	92	1379	\$ 2,426.38	\$ 158.46	\$ 43.73	\$ 202.20
93	93	1384	\$ 2,435.17	\$ 159.04	\$ 43.89	\$ 202.93
94	94	1379	\$ 2,426.38	\$ 158.46	\$ 43.73	\$ 202.20
95	95	1368	\$ 2,407.02	\$ 157.20	\$ 43.38	\$ 200.59
96	96	1373	\$ 2,415.82	\$ 157.78	\$ 43.54	\$ 201.32
97	97	1385	\$ 2,436.93	\$ 159.15	\$ 43.92	\$ 203.08
98	98	1389	\$ 2,443.97	\$ 159.61	\$ 44.05	\$ 203.66
99	99	1381	\$ 2,429.90	\$ 158.69	\$ 43.80	\$ 202.49
100	100	1382	\$ 2,431.65	\$ 158.81	\$ 43.83	\$ 202.64
101	101	1600	\$ 2,815.23	\$ 183.86	\$ 50.74	\$ 234.60
149234			\$ 106,011.00	\$ 6,923.50	\$ 1,910.75	\$ 8,834.25

