

**“RICHARDS LIVING”
STRATA CORPORATION BCS4213
1088 RICHARDS STREET
VANCOUVER, BC**

**MINUTES OF THE STRATA COUNCIL MEETING OF THE OWNERS OF
“RICHARDS LIVING”, STRATA PLAN BCS4213, HELD IN THE MEETING ROOM
AT 1088 RICHARDS STREET, VANCOUVER, BC, ON MONDAY, FEBRUARY 27TH,
2012 AT 7:00 P.M.**

IN ATTENDANCE

Liana Fung - President
Karen So - Treasurer
Carrie Christenson - Secretary
Nina Wagner
Eran Lavie
Johnny Wu

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

Chris Sargent, Senior Strata Agent
Baldev Sondhi, Strata Agent

REGRETS

James Li – Vice President

1. **CALL TO ORDER**

There being a quorum present, the meeting was officially called to order at 7:05 p.m.

2. **ADOPTION OF PREVIOUS MEETING MINUTES**

The Strata Council reviewed the last Strata Council Meeting minutes of January 17th, 2012. There being no errors or omissions, it was **MOVED, SECONDED** and **CARRIED** to approve the minutes as presented and circulated.

3. **FINANCIAL STATEMENTS**

The Strata Council reviewed the financial statement for the two month period ending January 2012. A few questions raised by the Council Treasurer were answered by Rancho. It was then **MOVED, SECONDED** and **CARRIED** to approve the financial statements for the period ending January 2012. The Council also reviewed a list of arrears. Rancho advised the Council that some of the unit Owners who were substantially in arrears have been issued lien warning letters.

4. **BUSINESS ARISING FROM PREVIOUS MEETING**

a) **Elevator Performance Audit:**

The Strata Council was informed that a response from Thyssen Elevators to a report submitted by KJA on the performance of elevators has been received. A copy of it will be sent to the Consultants now for their verification and comments.

4. **BUSINESS ARISING FROM PREVIOUS MEETING – CONT'D**

a) **Elevator Performance Audit - Cont'd:**

The representative from Thyssen shall be called to the next Council meeting to discuss the matter along with the Maintenance Contract for the elevators.

b) **Deficiencies - General:**

The Strata Council reviewed a list of common area deficiencies prepared by staff. The Council was advised that the Developer has already addressed some of the deficiencies while others are in the process. An update will be provided to the Council at the next Council meeting. Strata Council also instructed Rancho to have the Exercise room door fixed so it locks properly. Also, problems with the enterphone were reported which should be fixed by the Developer.

c) **Window Cleaning:**

The Strata Council reviewed quotes on window cleaning. After some discussion, it was **MOVED, SECONDED** and **CARRIED** to approve a quote submitted by Pacific Heights Services at a price of \$5630 plus HST. Cleaning of the windows shall be undertaken towards the end of April or early May 2012.

d) **Parkade Mirrors:**

It was noted that a total of 13 parkade security mirrors were installed on all levels of the parkade areas. The installation was done in-house by staff while the cost of the mirrors has been borne by the Developer. A Council Member suggested installation of one more mirror near the entrance gate.

e) **Concrete Dust in Parkade:**

Rancho advised the Council that a treatment to the concrete that had been spewing up dust in a section of the lower parkade was done recently by the Developer and the entire affected portion of the concrete has been given a coating of sealant to prevent the problem from recurring. The parking areas will be pressure washed and erased numbers on some of the stalls shall be painted again. A quote received in this regard was also reviewed which, after a brief discussion, was **MOVED, SECONDED** and **CARRIED** to approve at a price of \$1500.

f) **Painting of Parkade Lobbies:**

Rancho advised the Council that floors of elevator parking lobbies needed to be painted as they are unsightly. Rancho will arrange for a handyman to paint these areas and advise the Council in this regard.

g) **Installation of Surveillance Cameras:**

The Strata Council was advised that as per Council's directives, Reliable Security Systems have been asked for installation of eight (8) security IP surveillance cameras in the common areas. The work is expected to be accomplished in a week or so.

4. **BUSINESS ARISING FROM PREVIOUS MEETING – CONT'D**

h) **Security:**

The Strata Council discussed options on hiring of permanent staff in the building with a view to meet with after hour emergencies. The options included deployment of part time/full time Concierge/Security as well as live-in manager. After a lengthy discussion, keeping in view the financial constraints, it was **MOVED, SECONDED** and **CARRIED** to hire Neighborhood Bike Patrol to respond to emergencies during after hours.

5. **NEW BUSINESS**

a) **Stop & FOB:**

With a view to further enhance security, the Strata Council reviewed a quote for installation of a 'Stop & Fob' system at the main entrance which would require drivers of the vehicles to stop until the gate behind them closes completely. The instructions as to the operation of the fob light shall be posted at the appropriate location.

b) **Meeting Room Use:**

The Council discussed the issue of booking of the Meeting Room located on the 9th floor. The matter was reviewed following a few requests received from Residents to book the room for their private use. Rancho advised the Council that the room is currently being used by the Building Manager and arrangements may be made over time to make it available to residents. After a brief discussion, it was decided that until such arrangements are made, the room may not be made available for use by Residents.

c) **High Security Bike Room:**

Upon suggestion by a Council Member, the Strata Council discussed the conversion of one of the rooms in the common bike/storage rooms into a high security bike room where Residents having expensive bikes may be able to store them in. After discussion, Rancho was instructed to gather information on expenses in regard to fortification of the storage door and to obtain quotes for installation of additional fob station and a camera. Rancho was also instructed to get a quote for a new fob location that will allow bikers with an easier access to the bike rooms.

d) **Exercise Room:**

It was noted that new remotes for the exercise room are on order.

6. **CORRESPONDENCE**

Owners are encouraged to write to Strata Council, via Rancho Management Services, on any Strata related matter (i.e. suggestions, concerns, etc.). Correspondence can be sent to Rancho's office at #600-1190 Hornby Street, Vancouver, B.C., V6Z 2K5, or by fax to 684-1956 or by email to bsondhi@ranchogroup.com.

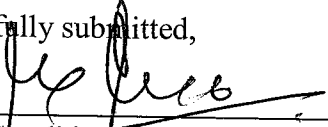
7. **NEXT MEETING**

The next meeting will be a Strata Council Meeting and has been scheduled for **Thursday, April 5th, 2012 at 7:00 p.m.** to be held in the meeting room on the 9th floor.

8. **TERMINATION OF MEETING**

There being no further business to discuss, it was **MOVED, SECONDED, and CARRIED** to terminate the Strata Council Meeting at 8:10 p.m.

Respectfully submitted,



Baldev Sondhi, Strata Agent
Rancho Management Services (B.C.) Ltd.
Agents for Strata Plan BCS4213
600-1190 Hornby Street, Vancouver, BC, V6Z 2K5
Phone: (604) 684-4508 (**24 HOUR EMERGENCY SERVICES**)
Direct Line: (604) 331-4281

STRATA FEES/PRE-AUTHORIZED DEBIT

Should you ever have any questions regarding your strata account, please feel free to contact our Strata Accounts Receivables Department at: 604-331-4268. Owners who are not yet on Pre-Authorized Debit (P.A.D.) Program, our preferred payment option, should contact the same number to obtain a form. The P.A.D. Program is a convenient payment method whereby we can debit your account with your monthly strata fees on the first of every month.