



To The Owners, Strata Plan BCS1501  
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Site Visit: August 23, 2019  
Submitted: May 29, 2020 by  
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# 1 Introduction

RDH Building Science Inc. (RDH) was retained by The Owners, Strata Plan BCS1501 (the Owners) to prepare a Depreciation Report Update (the Report) for the townhouse complex known as Elgin Pointe, which is located at 14655 32nd Avenue, Surrey, BC. The Report considers the common property and limited common property components (the Assets) that the Strata Corporation is responsible to maintain, repair, and replace.

The Report is intended to help the Owners, the strata council, and the management team make informed decisions about the allocation of resources to the common property Assets (such as roofs, fencing, and paving).

This Report meets the requirements stipulated in the current Strata Property Act and Regulations. The Report includes a physical inventory of the common property assets; estimated costs for capital expenditures over a 30-year horizon; and four funding models. Refer to the appendices for RDH's qualifications and information on errors and omissions insurance. In accordance with the requirements of the Act, RDH declares that there is no relationship between the employees of RDH and the Owners.

This report is a second update to the Depreciation Report Update issued on October 24, 2016. As part of our work for this Report, a site visit was completed on August 23, 2019. The financial data contained within this Report is based on the 2019/2020 fiscal year. A draft report was distributed to the Strata Council and Strata Management on January 20, 2020. A meeting to present the findings of the draft report was held on January 27, 2020. Feedback from the strata council was provided and the draft was subsequently finalized and issued on May 29, 2020.

The Depreciation Report Update is a synopsis of a significant volume of data and has two parts: the summary and the appendices. The summary is intended to provide an overview of the Depreciation Report Update. The appendices provide detailed information to support the summary report. The appendices include a glossary of terms. Words that are *italicized* are defined in the glossary.

In addition to the Report, the supporting data are available to authorized users through RDH's interactive Building Asset Management Services (BAMS) software, posted on a secure website. The data is owned by the Strata Corporation and can be printed and/or exported on request. RDH has developed the interactive software tool to enable Owners to proactively manage their funding requirements and maintenance obligations, and a variety of other services in addition to the Depreciation Report Update are available.

As the physical and financial status of the Assets change over time, the Report will require updating. The Strata Property Act requires updates to the Report every three years; however, the Strata Corporation can choose to update portions of the Report more frequently, at their discretion, to reflect changes to their financial status and completed work.

## 2 Elgin Pointe

Elgin Pointe is a residential strata complex comprised of 39 buildings and an amenity building, typically of wood-framed construction. The buildings were constructed over six phases, from 2005 to 2007. The Depreciation Report Update uses a blended age of 2006 for the installation date of all original assets.

The principal systems in the building include the building enclosure (the separation of the interior from exterior space), electrical (the electrical distribution, lighting), mechanical (plumbing), fire safety (fire detection and fire suppression equipment), interior finishes (in the amenity building), amenities and site work. The Assets within each system are described in detail in Appendix B.

Key physical parameters of Elgin Pointe are summarized in Table 2.1, Figure 2.1, and Figure 2.2 below.

TABLE 2.1 KEY PHYSICAL PARAMETERS		
 <p><i>Figure 2.1 Overall photograph of the Amenity Building at Elgin Pointe</i></p>	Date of first occupancy (approximate)	2006
	Approximate gross floor area (ft <sup>2</sup> )	218,000
	Total area of Unit Entitlement	20,431
	Stories above grade	2
	Total number of strata lots	76
 <p><i>Figure 2.2 Aerial photograph of Elgin Pointe (© 2019 Google Maps).</i></p>		

# 3 Assessments

Depreciation Reports and Updates combine two distinct types of analysis: a *physical assessment*, and a *financial assessment*. The assessments are used to determine what the Strata Corporation owns, what condition the Assets are in, what the strata is responsible for, and the *capital costs* associated with the Assets.

The process of preparing a Depreciation Report Update is summarized in Figure 3.1 below:

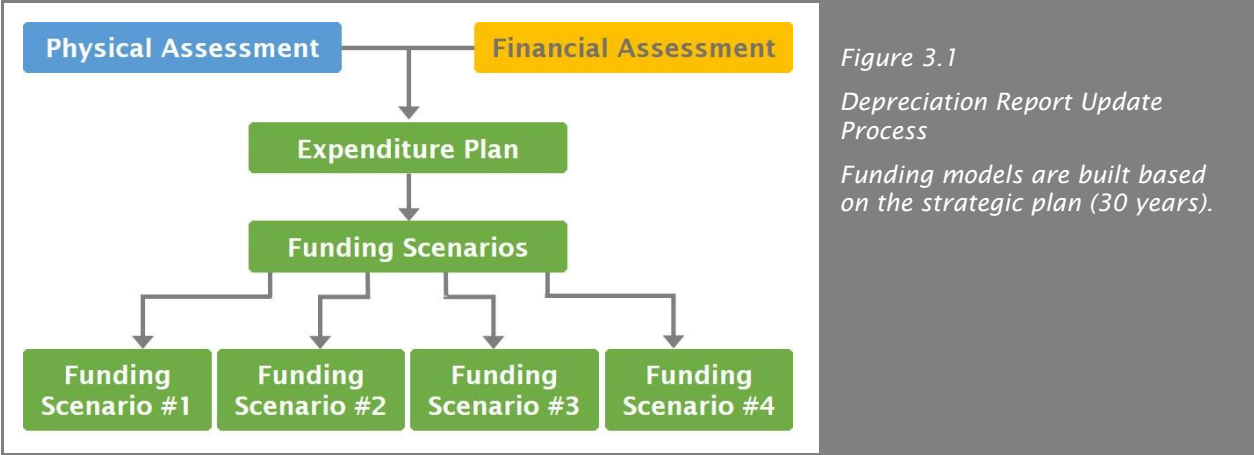


Figure 3.1  
 Depreciation Report Update Process  
 Funding models are built based on the strategic plan (30 years).

The following sections provide a brief overview of the physical assessment and financial assessment including a summary of key information.

## 3.1 Physical Assessment

The physical assessment has two parts: an inventory and an evaluation.

The *Asset Inventory* identifies “the common property, the common assets and those parts of a strata lot or limited common property, or both, that the Strata Corporation is responsible to maintain or repair under the Act, the Strata Corporation’s bylaws or an agreement with an owner” (*Strata Property Act Regulation*, BC Reg 43/2000, Ch. 6.2). In other words, it identifies what the Strata Corporation owns and must repair and maintain. The Asset Inventory is included as an appendix to this report.

Some Assets have been identified as placeholders. Placeholder Assets are included in the Asset Inventory for reference purposes, however they are not included in the financial analysis and do not affect the funding models or other financial calculations. Placeholder Assets are identified based on typical agreements with utilities, the Strata Corporation bylaws, and information provided by the strata manager and council. A summary of placeholder assets is provided in Table 3.1 below.

TABLE 3.1 SUMMARY OF PLACEHOLDER ASSETS	
ASSET	PARTY RESPONSIBLE FOR CAPITAL EXPENDITURES
ELEC 01 - Transformer	→ BC Hydro
SITE 10 - Underground Natural Gas Service	→ Gas utility company

The evaluation is used to forecast common repairs, replacements, and maintenance activities that “usually occur less often than once a year or that do not usually occur” (*Strata Property Act Regulation*, BC Reg 43/2000, Ch.6.2). In other words, the evaluation predicts only events that occur at intervals greater than one year.

The evaluation is typically based on:

- A review of historical documentation such as meeting minutes,
- Discussions with Strata Corporation representatives,
- A visual review of the complex, limited to a sample of readily accessible Assets, and
- A review of other technical information such as construction drawings, previous investigations or reports, and maintenance manuals.

Destructive testing, disassembly, and performance testing are not included in the physical evaluation; this report does not replace a Warranty Review or Condition Assessment. Please visit [www.rdh.com](http://www.rdh.com) for additional information on Warranty Reviews and Condition Assessments.

The condition of some Assets may be concealed, for example, buried infrastructure such as sanitary drainage lines or building enclosure assets such as cladding. For Assets with the potential for concealed failure, a number of tools are used to assign a reasonable expected service life including the typical performance of the asset in other, similar properties; the performance history reported by the Strata Corporation; the original drawings; and any previous investigation reports commissioned by the Strata Corporation. It is expected that the Strata Corporation will need more detailed reviews as Assets approach the end of their service lives. Allowances for additional reviews or investigations are included as appropriate. Recommendations taken from any additional reviews should be incorporated into future Depreciation Report Updates.

As part of the physical assessment, RDH compiled a history of completed projects by reviewing the documents provided by the strata and interviewing Strata Corporation representatives. The history is summarized in Table 3.2 below. The history of renewals establishes the chronological age of the Assets while the history of major maintenance may affect the effective age of the Assets.

TABLE 3.2 MAINTENANCE AND RENEWALS HISTORY
<p>Building Enclosure</p> <ul style="list-style-type: none"> <li>→ 2019 - Localized repainting of wood trim</li> <li>→ 2016 to 2018 - Phased repainting of exterior wall cladding and wood trim</li> <li>→ 2018 - Localized repairs to wood trim</li> <li>→ 2017 - Localized repairs to roof gutters</li> <li>→ 2015 - Commissioning of a 10-year warranty review</li> <li>→ 2014 &amp; 2015 - Commissioning of roof inspections with localized replacement of damaged concrete roof tiles</li> <li>→ 2012 - Localized repainting of unit entry doors</li> <li>→ 2010 - Repainting of wood trim</li> <li>→ As required - Localized paint touch ups to wood trim and doors</li> <li>→ As required - Localized replacement of damaged concrete tile roofs</li> </ul>

<ul style="list-style-type: none"> <li>→ As required - Cleaning and moss removal of the roofs</li> <li>→ As required - Cleaning of the building exteriors</li> <li>→ As required - Localized renewal of sealant</li> </ul>
<p>Electrical</p> <ul style="list-style-type: none"> <li>→ 2016 to 2019 - Replacement of exterior lighting to LED at the amenity building</li> <li>→ 2019 - Replacement of enterphone panel and operating system</li> </ul>
<p>Mechanical</p> <ul style="list-style-type: none"> <li>→ 2019 - Servicing of automatic gate activator arms</li> <li>→ 2018 - Replacement of domestic water heater in Amenity Building</li> <li>→ 2017 - Hydro flushing and camera inspection of perimeter drainage and sanitary drainage</li> </ul>
<p>Fire Safety</p> <ul style="list-style-type: none"> <li>→ 2018 - Repainting of fire hydrants</li> </ul>
<p>Sitework</p> <ul style="list-style-type: none"> <li>→ 2019 - Review and upgrade of irrigation system in phase 1 of the complex</li> <li>→ 2018 - Repainting of parking stall signage</li> <li>→ 2012 &amp; 2019 - Cleaning and resealing of stamped concrete pavement</li> <li>→ 2016 &amp; 2018 - Localized tree removal</li> <li>→ 2012 - Repainting of traffic demarcations</li> <li>→ 2012 - Replacement of roadway signage</li> <li>→ As required - Localized repairs to concrete pavement</li> <li>→ As required - Localized repair and replacement of wood fencing and privacy screens</li> <li>→ As required - Localized repairs to the irrigation sprinkler system</li> </ul>

On August 23, 2019, RDH visited the site to visually review the Assets. While the Depreciation Report Update does not constitute a maintenance review or condition assessment, some observations regarding the general condition, design and construction of the Assets were made as part of the visual review. These observations were used to determine a reasonable estimated remaining service life of various assets. Table 3.3 includes examples of some observations made during the review.

TABLE 3.3 OBSERVATIONS BY SYSTEM	
SYSTEM	OBSERVATION
Building Enclosure	<ul style="list-style-type: none"> <li>→ There are moderate overhangs at most areas that protect the cladding and windows from wetting and the sun (UV degradation).</li> <li>→ It is our understanding the Owners are completing on-going localized repairs to the roof gutters, as required.</li> </ul>



TABLE 3.3 OBSERVATIONS BY SYSTEM	
SYSTEM	OBSERVATION
Site work	→ It is our understanding the Owners are completing on-going localized replacement of deteriorated wood fencing throughout the site.

## 3.2 Financial Assessment

The financial assessment estimates the future costs associated with the Assets, and examines how future funding requirements will be affected by current financial practises. More specifically, the financial assessment identifies:

- The accumulated balance in the *Contingency Reserve Fund (CRF)*.
- The estimated value of capital expenditures; expressed in *Current Year Dollars (CYD)*.
- The estimated future value of capital expenditures; expressed in *Future Year Dollars (FYD)*. These costs are calculated by applying an inflation rate (2% per year) to the current costs.

The future value of major maintenance and renewals costs can be compared against the building reproduction cost. The building reproduction cost is the cost to reproduce the buildings in similar materials, in accordance with current market prices, and is obtained from the most recent insurance appraisal.

The financial assessment begins with a review of the current financial situation of the Strata Corporation. Table 3.4 below summarizes the key financial parameters reviewed as part of the financial assessment.

TABLE 3.4 KEY FINANCIAL PARAMETERS		
PARAMETER	PREVIOUS STUDY (2015/2016)	UPDATE STUDY (2019/2020)
Fiscal year end	February 1	
Building reproduction cost	\$35,674,000	\$42,000,000
Operating budget (excluding CRF contribution)	\$291,544	\$298,902
Annual CRF contribution	\$35,000	\$99,267
Opening CRF Balance	\$184,230	\$261,004
Accumulated CRF Balance	\$178,038	\$185,635*

*\*The balance in the CRF varies each month as contributions are made and funds are withdrawn for capital renewal projects and major maintenance activities. The accumulated CRF balance is current as of April 30, 2020.*

Depreciation Report Updates include capital costs only: the costs for activities that occur at intervals greater than one year. Activities that occur annually or more frequently than once a year are considered operating expenses and are not included in the Depreciation Report Update funding models and calculations.

Capital costs can be distributed into three general categories:

- *Catch-up costs*. The cost to complete any deferred maintenance and renewals.
- *Keep-up costs*. The cost to complete planned cyclical maintenance and renewals.
- *Get-ahead costs*. The cost to adapt, upgrade and improve.



The Depreciation Report Update is based on keep-up costs. Get-ahead costs (improvements) may also be included, but only if they are required to meet changing codes or standards.

Costs are considered *Class D* estimates ( $\pm 50\%$ ), as defined by the Engineers and Geoscientists of British Columbia. Unless otherwise noted, soft costs, such as consulting fees and contingency allowances are not included, because these costs are highly dependent on the scope of work for a particular project. Scopes of work for specific projects should be developed well in advance so that project budgets, including soft costs, can be refined.

The current value of many major maintenance and renewal activities is calculated by multiplying the quantity of an Asset by standard unit rates (for example, the cost per square foot or cost per linear foot). Quantities are measured from original construction documents and visual observations on site. The unit rates are based on historical information, construction trends, information from contractors, and other sources as appropriate. Unit rates will fluctuate over time. Basic unit rates are adjusted for the relative complexity of the property. A detailed list of activities and their associated costs are available through the appendices.

### *Costing Caveats*

The capital costs given in the Depreciation Report Update provide a basic estimate for long term planning. They are intended to help guide priority setting and provide a clearer sense of timing. They are not suitable for planning specific projects as they cannot account for project soft costs such as taxes, grants, engineering or design, municipal permits, etc., or for project specific construction costs such as access to the work (e.g. scaffold), contingencies, hazardous materials, disposal, project management, etc. Such costs cannot be estimated without more information, including a project scope and preliminary design work. Once a project reaches the planning stages, a reasonable assumption of soft costs should be made based on the actual needs of the project. It is recommended that this happen well in advance of predicted work to allow time to plan for the funding of the soft costs.

## 4 Expenditures

*Maintenance* refers to activities that preserve the Assets, to ensure the Assets will last their predicted service lives and perform as expected. *Renewal* refers to the replacement or refurbishment of an Asset at the end of its useful service life.

*Major maintenance* refers to maintenance that occurs at intervals greater than one year, for example, every 18 months, two years, five years, etc. (less frequently than once a year). Major maintenance typically includes activities such as testing and inspecting, and is considered a capital expense. Minor maintenance includes maintenance activities that occur once a year or more frequently such as quarterly or monthly. The costs associated with *major maintenance and renewals* are included in the Depreciation Report Update funding models as required by the Strata Property Act. Costs associated with minor maintenance are included in the Strata Corporation's operating budget.

### 4.1 Major Maintenance and Renewals Expenditures

Table 4.1 below summarizes all major maintenance and renewal costs by system, including costs forecasted for the next 30 years. The values are rounded.

TABLE 4.1 CAPITAL EXPENDITURES SUMMARY BY SYSTEM				
SYSTEM	10 YEAR CAPITAL COSTS (WITHOUT INFLATION)	10 YEAR CAPITAL COSTS (WITH INFLATION)	30 YEAR CAPITAL COSTS (WITHOUT INFLATION)	30 YEAR CAPITAL COSTS (WITH INFLATION)
Building Enclosure	\$440,000	\$500,000	\$5,800,000	\$9,400,000
Electrical	\$4,500	\$5,200	\$75,000	\$110,000
Mechanical	\$110,000	\$120,000	\$810,000	\$1,300,000
Fire Safety	\$2,400	\$2,600	\$51,000	\$84,000
Interior Finishes	\$26,000	\$29,000	\$62,000	\$85,000
Amenities	\$17,000	\$18,000	\$52,000	\$68,000
Sitework	\$88,000	\$98,000	\$700,000	\$1,000,000
<b>Building Total</b>	<b>\$687,900</b>	<b>\$772,800</b>	<b>\$7,550,000</b>	<b>\$12,047,000</b>

Approximately 10% of the Strata Corporation's capital expenditures may occur in the next 10 years. The distribution of estimated capital expenditures over the next 10 years is shown in Figure 4.1 below.

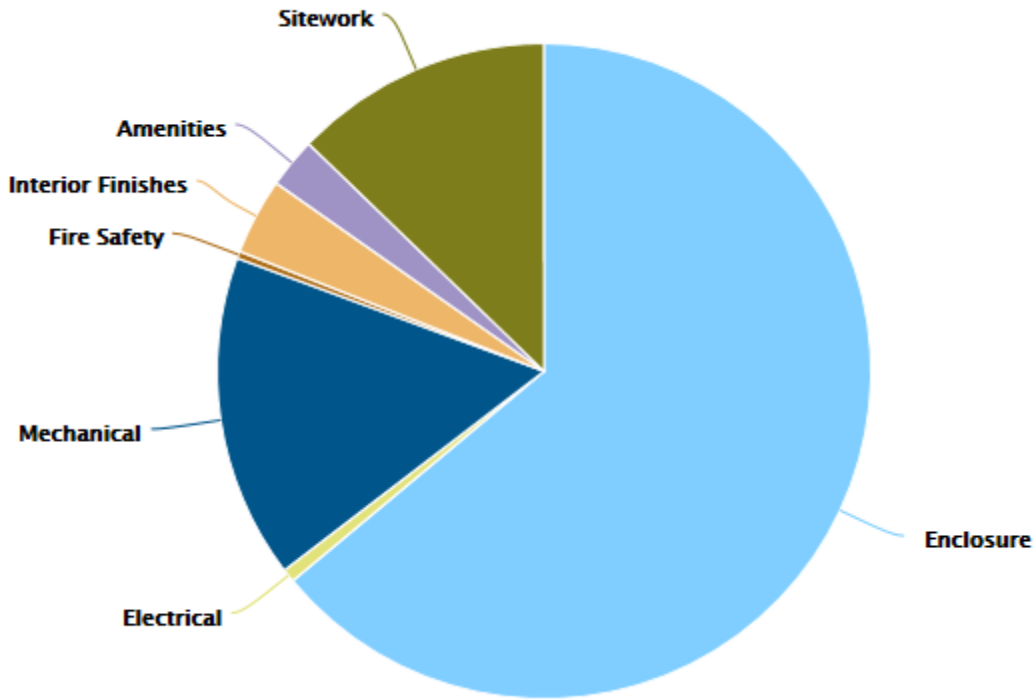


Figure 4.1 Distribution of estimated capital expenditures over 10 years by system.

Section 5 discusses the timing and size of renewals projects forecast for the next 30 years. A detailed list of each major maintenance and renewals activity, including the frequency, costs expressed in current year dollars (CYD), and costs including inflation rates, expressed in future year dollars (FYD) are available to Strata Corporation owners.

# 5 Major Maintenance and Renewals Planning Horizons

There are three common planning horizons, used for making different types of capital planning decisions:

- **Strategic** (30 years): The average service life of many of Assets is approximately 25 years, so a long-range view captures most renewal projects. In some cases, an asset may be replaced more than once in the 30-year horizon.
- **Tactical** (5-10 years): Many residential Owners will own their strata lot for less than 10 years; the tactical plan captures projects that may occur while current Owners still have an interest in the Strata Corporation.
- **Operational** (1 year): The annual operating period encompasses one fiscal cycle (12 months). Typically, the budget is presented and approved at the annual general meeting (AGM) and will include any capital expenditures paid from the CRF, as well as the CRF contributions for the year. As a minimum, the decision on the CRF contribution should consider projects forecast for the next five to ten years.

## 5.1 Strategic Planning Horizon

Estimated major maintenance and renewal costs over the next 30 years are shown on the graph below (Figure 5.1). The blue bars represent the estimated value of capital costs.

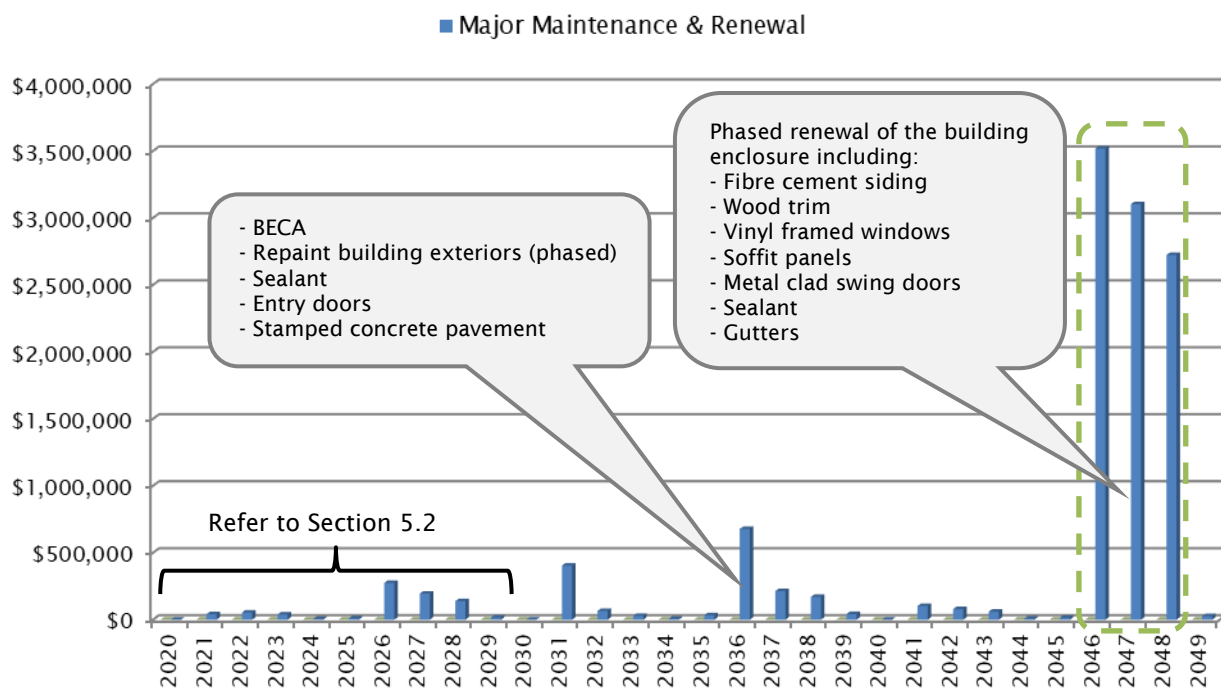


Figure 5.1 Strategic Forecast (30 Years), showing the approximate timing and value of some key capital expenditures.

Each bar on the graph represents a collection of different major maintenance and renewals activities, each with different values. Detailed information about each year, including a description of the maintenance

and renewal activities and estimated costs, is also available through the online version of the Depreciation Report Update, available through BAMS (please contact the strata council for additional information).

The strategic plan represents an estimate of future projects. The actual timing of projects will likely vary. Assets may be replaced earlier or later, depending on the quality of maintenance, in-service conditions, and other factors. The Strata Corporation can anticipate changes to the strategic plan with each update of the Depreciation Report Update.

## 5.2 Tactical Planning Horizon

The graph below shows the projected major maintenance and renewal costs for the next ten years (Figure 5.2). Commonly, building managers refer to a five-year tactical plan; however, a ten-year plan allows the Strata Corporation to see a wider range of projects.

The bars indicate the years in which an event (or bundle of events) is most likely to occur as well as the total magnitude of major maintenance and renewal costs for that year and the costs broken down by system. The soft costs associated with project implementation, such as site access, design, contract administration, are not included.

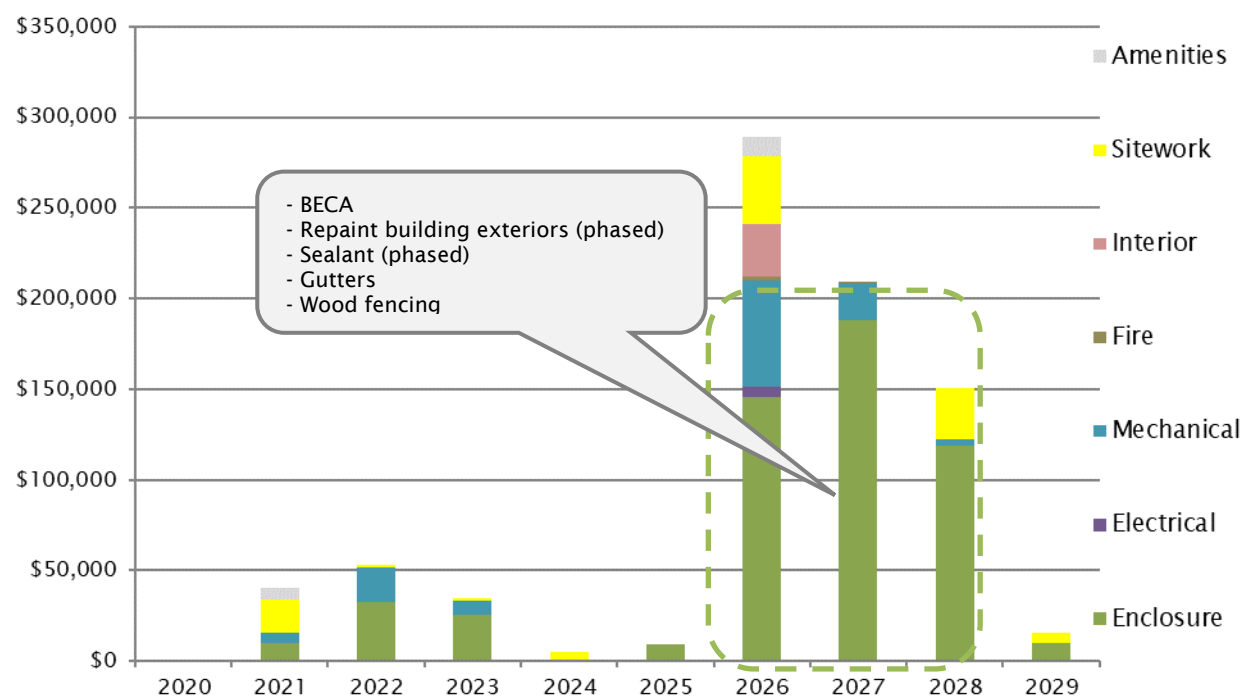


Figure 5.2 Tactical Forecast (10 years), showing the approximate timing and value of some key capital expenditures.

The tactical plan above represents one of many possible approaches to planning major maintenance and renewals activities. The Strata Corporation can use this initial plan as a tool, a starting point to identify probable projects, priorities, and strategies. The actual cost, timing, and scope of projects will be determined by the Strata Corporation and may be reflected in updates to the Depreciation Report Update.

To help the Strata Corporation start the project planning process, some of the activities forecast for the next 10 years are listed below. Because the timing is somewhat uncertain, renewals and major maintenance activities are grouped into three-year planning periods. The list below is not comprehensive; all renewals and major maintenance activities are available through the appendices or BAMS. The list below focuses on renewals likely to cost more than \$10,000 in current year dollars, but also includes

maintenance events, assessments, and repairs that are needed to ensure the assets achieve their full-service life. A complete list of maintenance and renewals are included in the appendices.

## **2020 to 2022**

### Building Enclosure

- Encl 01 Concrete Tile Roofs – Inspect the concrete tiles for cracks and repair as required (2-year cycle). Clean all exterior surfaces of the concrete tiles, including moss removal/treatment as needed (5-year cycle).

### Mechanical

- Mech 10 Perimeter and Foundation Drainage - By means of pipe camera service, visually inspect underground piping runs. Look for build up of silts and dirt, tree roots, and other obstructions. Look for standing water indicating saturated soil conditions or impermeable conditions. Hydro-flush drainage lines as required (5-year cycle).

### Sitework

- Site 08 Irrigation System - Cyclical replacement of components of irrigation sprinkler system, as required.
- Site 13 Underground Sanitary Sewer Services – Review underground drainage piping by video camera for condition and performance, and power-flush underground sanitary drains to remove buildup and debris, as required.

## **2023 to 2025**

### Building Enclosure

- Encl 14 Miscellaneous & Inspections – Clean the exterior of all buildings (4-year cycle).

### Mechanical

- Mech 04 Sanitary Drainage Collection - Insert video cameras into main lines to conduct pipe inspection (5-year cycle), and auger lateral drain lines, as required.

### Sitework

- Site 12 Underground Storm Drainage Services - Review underground drainage piping by video camera for condition and performance, and power-flush underground drainage piping to clear and remove any buildup of debris (5-year cycle).

## **2026 to 2029**

### Building Enclosure

- Encl 14 Miscellaneous & Inspections – Commission a Building Enclosure Condition Assessment (BECA) Report to confirm the existing conditions, including concealed conditions, of the building enclosure Assets and refine the renewal forecasting accordingly.
- Phased repainting of the building exteriors. The repainting project is divided into three phases in 2026, 2027 and 2028. The repainting project may include the following building enclosure assets:
  - Encl 04 fibre cement walls
  - Encl 05 Wood trim

- Encl 07 Metal Clad Swing Doors
- Encl 08 Townhouse Entry Doors
- Encl 12 Sectional Overhead Doors
- Encl 13 Exterior Sealant
- Encl 03 Cultured Stone Wall - Repoint mortar joints and conduct localized replacement of damaged or detached cultured stone cladding, as required, in conjunction with building exterior repainting.
- Encl 15 Gutter and Rainwater Leaders - Replace damaged gutters and rainwater leaders as required.

#### Mechanical

- Mech 08 & 09 Valves - Cyclical replacement of cross connection & back flow prevention valves and plumbing flow control valves, as required.

#### Fire safety

- Fire 01/04 Fire Detection & Alarm and Emergency Egress Equipment - Cyclical replacement of speakers, heat detectors, smoke detectors and related modules, excluding field wiring, and cyclical replacement of LED exit signs and battery/lamps in DC battery packs.

#### Interior Finishes

- Amenity building interior renovation - Interior renovations are completed to refurbish the interior of the amenity building and are typically renewed at the Ownership group's discretion. The following Assets are anticipated to be included in the amenity building renovations:
  - Finish 01 Resilient Sheet Flooring
  - Finish 02 Carpet Flooring
  - Finish 03 Stone Floor Tile (localized)
  - Finish 04 Paint
  - Finish 06 Interior Swing Doors (repainting)
  - Amen 01 Domestic Appliances
  - Amen 02 Furniture & Accessories
  - Amen 06 Audio Visual Equipment

#### Sitework

- Site 01 Asphalt Paving - Reseal asphalt paving and complete localized crack repairs, as required.
- Site 04 Wood Privacy Screens and Fencing - Reseal wood privacy screens and fencing and conduct localized repairs, as required.

## 5.3 Project Implementation

The projects identified in the previous section represent a preliminary step that is only intended to help the Strata Corporation identify, prioritize, and plan projects. Most significant renewal projects identified in the Depreciation Report Update will subsequently go through four basic steps before implementing the work: Assessment, Design, Documentation, and Quotation.

- **Assessment** – Determines what work must be done, what should be done and what could be done in general terms. The evaluation will help the Strata Corporation understand the risks and opportunities associated with deferring or implementing renewals work.
- **Design** – Refines the recommendations from the evaluation, and defines what work will be done in a specific project. The Design may include recommendations for different project strategies such as phasing or bundling projects, or may include recommendations for upgrades.
- **Documentation** – Describes the project in enough technical detail to get competitive pricing.
- **Quotation** – Obtains competitive pricing from different contractors or service providers to perform the work described in the documents, including alternate prices for optional work.

The time period for each step can range from a few days to a few months or more, depending on the scale of the project under consideration. The budget and scope of work will be refined in each step. Most estimates currently included in the Depreciation Report Update are considered Class D ( $\pm 50\%$ ) due to the lack of information regarding specific projects and are based on a number of general assumptions regarding scopes of work.

The Owners can implement projects in a variety of ways, including:

- *Targeted Projects*. These projects are localized to particular portions of the building. Different exposure conditions and wear patterns may require that only some sections of the building require renewal at one point in time.
- *Phased Projects*. These projects are carried out in multiple stages rather than as a single coordinated project. Phased projects can reduce the financial burden by spreading the costs over a longer time period.
- *Comprehensive Projects*. These projects are implemented as one coordinated undertaking. Comprehensive projects may allow the Strata Corporation to leverage the best economies of scale, shorten the overall duration, and lower the overall costs.
- *Bundled Projects*. These projects bundle or combine various related renewals activities (e.g. renewals that are located in close physical proximity, or that require the same type of trade workers). Bundled projects may allow the Strata Corporation to leverage economies of scale and lower the overall costs, improve the quality of the work, and incorporate upgrades.

The scope of the Depreciation Report Update does not compare different implementation methods.



## 6 Funding Scenarios

The physical assessment and financial assessment were used to create a tentative schedule and budget for forecasted major maintenance and renewal projects. Within this section, hypothetical *funding scenarios*, also known as *funding models*, based on different annual contributions to the contingency reserve fund (CRF) are presented.

The Strata Corporation can use the funding scenarios to choose an appropriate funding strategy, based on their tolerance for risk and desired standard of care for the property. RDH provides the tools so the Owners can determine a CRF contribution that suits their needs.

### 6.1 Minimum Funding Requirements

The Strata Property Act Regulations dictates that if the CRF closing balance is less than 25% of the operating fund, then the Strata Corporation must contribute either the difference between the balance and 25% of the operating fund, or up to 10% of the operating fund (*Strata Property Act Regulation*, BC Reg 43/2000, Ch. 6.1). Table 6.1 below shows the calculation to confirm the Strata Corporation meets the minimum requirements set out in the Strata Property Act Regulation.

PARAMETER	VALUE
2019/2020 operating budget (excluding CRF contribution)	\$ 298,902
→ 25% of the operating budget	\$ 74,726
→ 10% of the operating budget	\$ 29,890
2019/2020 CRF Opening balance	\$ 261,004
2019/2020 CRF Contribution	\$ 99,267
Does the CRF closing balance exceed 25% of the operating budget at the end of the fiscal year?	Yes
Does the CRF contribution exceed 10% of the operating budget?	Yes

Although the Strata Corporation exceeds the statutory minimum contribution to the CRF, it is important to note that the statutory guideline is not a good measure of the financial preparedness of the corporation.

### 6.2 Alternative Funding Scenarios

The funding scenarios below compare the financial impact of different funding levels over the next 30 years. The scenarios serve as a sensitivity analysis that allow the Strata Corporation to evaluate how changes to the contingency reserve fund impact the number and size of special levies. The actual size and timing of special levies will be affected by how the Strata Corporation chooses to implement the renewal projects.

While there are many different scenarios that can be generated, Table 6.2 below compares the following alternatives:

- **Previous (2015/2016).** The CRF allocation that was approved by the Owners at the time of the previous Depreciation Report Update.
- **Current (2019/2020).** The CRF allocation that was approved by the Owners at the Annual General Meeting. The current allocation is also known as the status quo.
- **Alternative #1.** A funding model with an initial CRF contribution of \$99,267 with an annual increase of two percent (2%) in subsequent years.
- **Alternative #2.** A funding model with an initial CRF contribution of \$99,267 with an annual increase of five percent (5%) in subsequent years. It is our understanding the Owners have adopted this funding scenario for the 2020/2021 fiscal year.
- **Progressive** (not summarized) If the strata corporation wished to offset the majority of forecasted capital expenditures over the next 30 years, an average CRF contribution of approximately \$342,000 per year (or an average of approximately \$375 per suite, per month) would be required.

TABLE 6.2 COMPARISON OF DIFFERENT FUNDING SCENARIOS				
	PREVIOUS (2015/2016)	CURRENT (2019/2020)	ALTERNATIVE #1	ALTERNATIVE #2
Annual CRF allocation	\$35,000	\$99,267	Starting at \$99,267 +	Starting at \$99,267 +
Annual CRF increase	0 %	0 %	2 %	5 %
Percent of progressive reserve	10 %	29 %	29 % +	29 % +
CRF contribution per unit of unit entitlement			Starting at	
Per month	\$0.14	\$0.40	\$0.40 +	\$0.40 +
Per year	\$1.71	\$4.86	\$4.86 +	\$4.86 +
CRF contribution per average strata lot			Starting at	
Per month	\$38.38	\$108.85	\$108.85 +	\$108.85 +
Per year	\$460.53	\$1,306.14	\$1,306.14 +	\$1,306.14 +
Approximate number of special levies (over 30 years)	14	6	3	3
Approximate value of special levies (over 30 years)	\$10.8M	\$8.8M	\$7.8M	\$5.1M
Minimum Closing Balance	\$10,000	\$10,000	\$10,000	\$10,000
Assumed Inflation Rate	2 %	2 %	2 %	2 %
Assumed Interest Rate	2 %	2 %	2 %	2 %

The following sections of the report provide more detailed information about each funding scenario, including a graph showing the closing balance of the CRF, annual CRF contributions, and the approximate value of special levies. Tables with ten years of cash flow data are also provided.

Appendix E includes 30 years of cash flow data for each funding scenario.

### 6.3 Previous (2015/2016) Funding Scenario

The first scenario is based on the previous level of funding reported by the Owners in 2015/2016, carried forward into the current fiscal year.

TABLE 6.3 PREVIOUS (2015/2016) FUNDING SCENARIO: CASH FLOW TABLE							
FISCAL YEAR	OPENING BALANCE	RESERVE CONTRIBUTION	SPECIAL LEVY	RESERVE INCOME	RENEWAL COSTS	CONTINGENCY COSTS	CLOSING BALANCE
2020	\$185,635	\$35,000	\$0	\$3,713	\$0	\$2,000	\$222,348
2021	\$222,348	\$35,000	\$0	\$4,447	\$40,700	\$2,000	\$219,095
2022	\$219,095	\$35,000	\$0	\$4,382	\$53,310	\$2,000	\$203,167
2023	\$203,167	\$35,000	\$0	\$4,063	\$38,440	\$2,000	\$201,790
2024	\$201,790	\$35,000	\$0	\$4,036	\$5,100	\$2,000	\$233,726
2025	\$233,726	\$35,000	\$0	\$4,675	\$9,400	\$2,000	\$262,000
2026	\$262,000	\$35,000	\$0	\$5,240	\$274,270	\$2,000	\$25,970
2027	\$25,970	\$35,000	\$144,540	\$519	\$194,030	\$2,000	\$10,000
2028	\$10,000	\$35,000	\$104,690	\$200	\$137,890	\$2,000	\$10,000
2029	\$10,000	\$35,000	\$0	\$200	\$15,800	\$2,000	\$27,400

The graph below shows the annual contribution to the CRF, the closing balance of the CRF, and the size of the special levies forecast for the next 30 years.

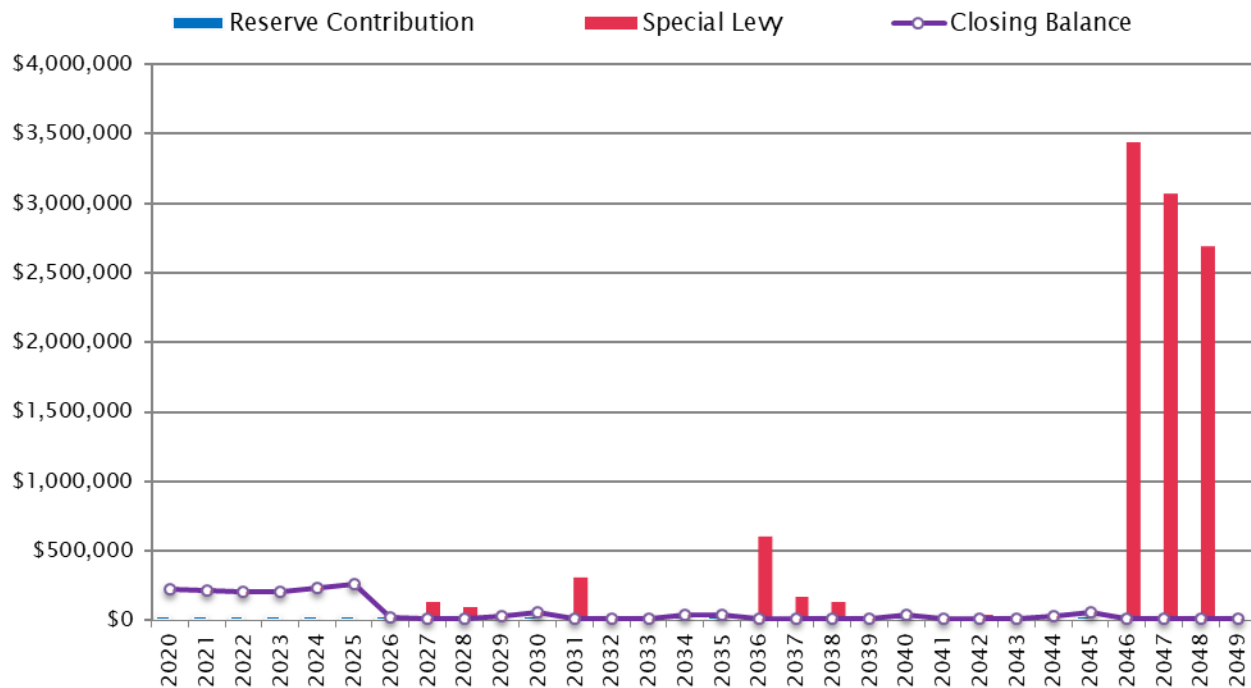


Figure 6.1 CRF balance, contribution and special levies based on the previous (2015/2016) funding.

## 6.4 Current (2019/2020) Funding Scenario

The current funding scenario is based on the CRF contribution approved by the Owners at the 2019 annual general meeting. The scenario is based on a fixed annual CRF contribution of \$99,267 (no increases).

TABLE 6.4 CURRENT (2019/2020) FUNDING SCENARIO: CASH FLOW TABLE							
FISCAL YEAR	OPENING BALANCE	RESERVE CONTRIBUTION	SPECIAL LEVY	RESERVE INCOME	RENEWAL COSTS	CONTINGENCY COSTS	CLOSING BALANCE
2020	\$185,635	\$99,267	\$0	\$3,713	\$0	\$2,000	\$286,615
2021	\$286,615	\$99,267	\$0	\$5,732	\$40,700	\$2,000	\$348,914
2022	\$348,914	\$99,267	\$0	\$6,978	\$53,310	\$2,000	\$399,849
2023	\$399,849	\$99,267	\$0	\$7,997	\$38,440	\$2,000	\$466,673
2024	\$466,673	\$99,267	\$0	\$9,333	\$5,100	\$2,000	\$568,174
2025	\$568,174	\$99,267	\$0	\$11,363	\$9,400	\$2,000	\$667,404
2026	\$667,404	\$99,267	\$0	\$13,348	\$274,270	\$2,000	\$503,749
2027	\$503,749	\$99,267	\$0	\$10,075	\$194,030	\$2,000	\$417,061
2028	\$417,061	\$99,267	\$0	\$8,341	\$137,890	\$2,000	\$384,780
2029	\$384,780	\$99,267	\$0	\$7,696	\$15,800	\$2,000	\$473,942

The graph below shows the annual contribution to the CRF, the closing balance of the CRF, and the size of the special levies forecast for the next 30 years.

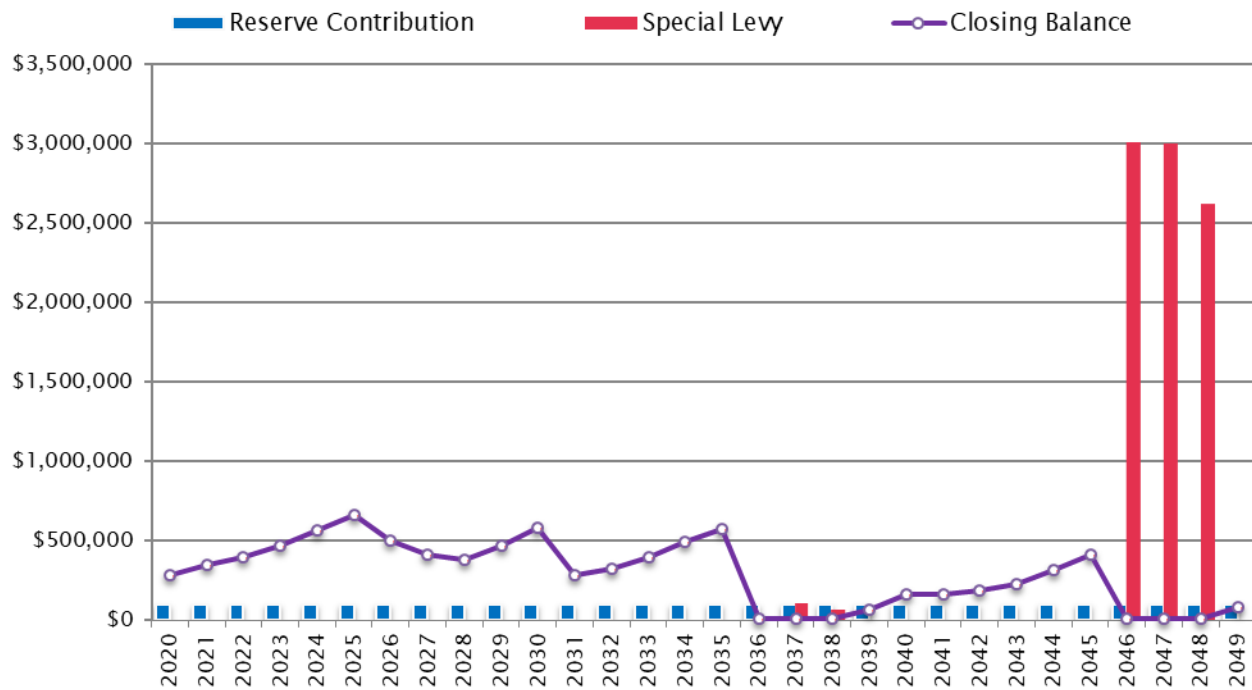


Figure 6.2 CRF balance, contribution and special levies based on the current funding.

## 6.5 Alternative Funding Scenario #1

Alternative funding scenario #1 is based on an initial CRF contribution of \$99,267 with an annual increase of two percent (2%) in subsequent years to offset the inflation rate.

TABLE 6.5 ALTERNATIVE FUNDING SCENARIO #1: CASH FLOW TABLE							
FISCAL YEAR	OPENING BALANCE	RESERVE CONTRIBUTION	SPECIAL LEVY	RESERVE INCOME	RENEWAL COSTS	CONTINGENCY COSTS	CLOSING BALANCE
2020	\$185,635	\$99,267	\$0	\$3,713	\$0	\$2,000	\$286,615
2021	\$286,615	\$101,252	\$0	\$5,732	\$40,700	\$2,000	\$350,899
2022	\$350,899	\$103,277	\$0	\$7,018	\$53,310	\$2,000	\$405,885
2023	\$405,885	\$105,343	\$0	\$8,118	\$38,440	\$2,000	\$478,905
2024	\$478,905	\$107,450	\$0	\$9,578	\$5,100	\$2,000	\$588,833
2025	\$588,833	\$109,599	\$0	\$11,777	\$9,400	\$2,000	\$698,809
2026	\$698,809	\$111,791	\$0	\$13,976	\$274,270	\$2,000	\$548,306
2027	\$548,306	\$114,027	\$0	\$10,966	\$194,030	\$2,000	\$477,268
2028	\$477,268	\$116,307	\$0	\$9,545	\$137,890	\$2,000	\$463,231
2029	\$463,231	\$118,633	\$0	\$9,265	\$15,800	\$2,000	\$573,329

The alternative funding scenario #1 with an increased annual contribution of 2% will reduce the cost of the special levies, but is not adequate to offset all the special levies over the 30-year planning horizon. The graph below shows the annual contribution to the CRF, the closing balance of the CRF, and the size of the special levies forecast for the next 30 years.

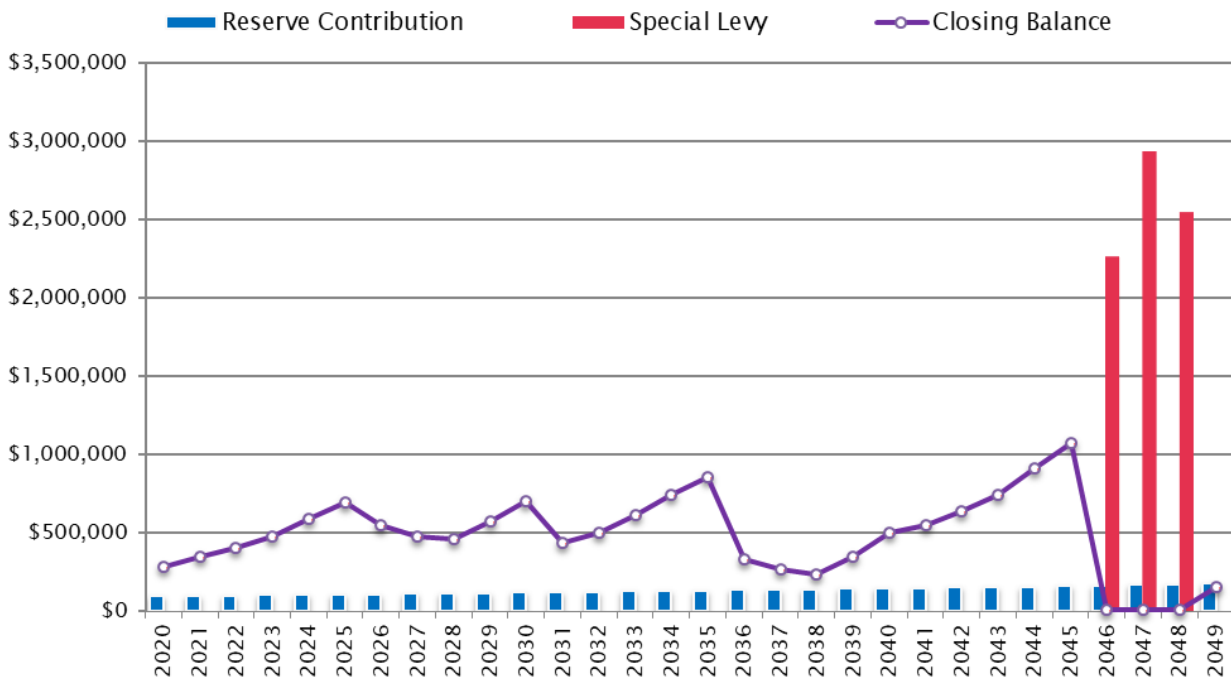


Figure 6.3 CRF balance, contribution and special levies based on Alternative #1.

## 6.6 Alternative Funding Scenario #2

Alternative funding scenario #2 is based on an initial CRF contribution of \$99,267 with an annual increase of five percent (5%) in subsequent years. We understand that the Owners have adopted this funding scenario for the 2020/2021 fiscal year.

TABLE 6.6 ALTERNATIVE FUNDING SCENARIO #2: CASH FLOW TABLE							
FISCAL YEAR	OPENING BALANCE	RESERVE CONTRIBUTION	SPECIAL LEVY	RESERVE INCOME	RENEWAL COSTS	CONTINGENCY COSTS	CLOSING BALANCE
2020	\$185,635	\$99,267	\$0	\$3,713	\$0	\$2,000	\$286,615
2021	\$286,615	\$104,230	\$0	\$5,732	\$40,700	\$2,000	\$353,877
2022	\$353,877	\$109,442	\$0	\$7,078	\$53,310	\$2,000	\$415,087
2023	\$415,087	\$114,914	\$0	\$8,302	\$38,440	\$2,000	\$497,862
2024	\$497,862	\$120,660	\$0	\$9,957	\$5,100	\$2,000	\$621,379
2025	\$621,379	\$126,693	\$0	\$12,428	\$9,400	\$2,000	\$749,099
2026	\$749,099	\$133,027	\$0	\$14,982	\$274,270	\$2,000	\$620,839
2027	\$620,839	\$139,679	\$0	\$12,417	\$194,030	\$2,000	\$576,904
2028	\$576,904	\$146,663	\$0	\$11,538	\$137,890	\$2,000	\$595,215
2029	\$595,215	\$153,996	\$0	\$11,904	\$15,800	\$2,000	\$743,315

Like Alternative #1, the Alternative funding scenario #2 with an increased annual contribution of 5% will offset all but one special levy over the 30-year planning horizon. The graph below shows the annual contribution to the CRF, the closing balance of the CRF, and the size of the special levies forecast for the next 30 years.

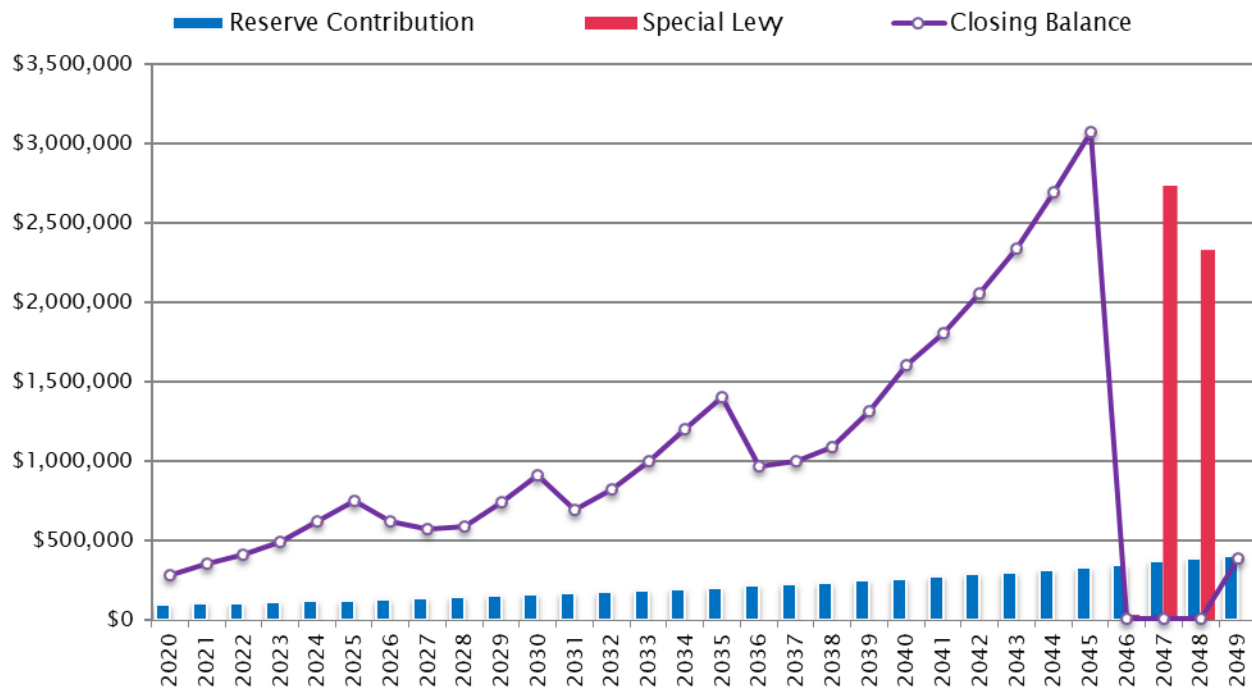


Figure 6.4 CRF balance, contribution and special levies based on Alternative #2.

## 7 Next Steps

The Depreciation Report Update identifies the possible major maintenance and renewals expenditures that Elgin Pointe may encounter over the next 30 years. Estimated timelines have been provided to assist the Strata Corporation with the planning process; however, the Depreciation Report Update should be considered a first step when planning for renewals. Funding scenarios have been developed to provide the Strata Corporation with an objective basis for determining appropriate CRF contributions.

Elgin Pointe is a 14-year-old strata complex (as of 2020), and aside from the potential localized repair or replacement of the wood privacy screens and fencing, most expenditures that occur over the next ten years relate to the major maintenance of the assets. This major maintenance includes exterior painting of the buildings, sealant renewal, drainage inspection and cleaning, and maintenance and localized repair of the concrete tile roofs. This is a fairly typical renewal pattern for younger Strata Corporations such as Elgin Pointe. The Strata should continue to be diligent in performing maintenance tasks so assets may achieve their full service life.

Over the past three years since the last Depreciation Report Update was issued, Elgin Pointe has increased their contingency reserve funding. This has allowed the Strata Corporation to build up a strong contingency reserve fund, while continuing to perform maintenance of a number of assets. By continuing to save early for anticipated large expenditures, the Strata Corporation will benefit from accrued interest and financial preparedness, while minimizing the number of special levies.

The recommendations below are intended to aid the Strata Corporation in the next steps of the renewals planning process.

### *Recommendations*

- **Project Planning:** Review the information in Section 5, and begin planning for significant projects, including commissioning assessments, requesting information, and preparing construction budgets, well in advance of the forecasted date of renewals. The planning process will assist the Owners in refining the actual timing, scope of work, and project budget.
- **Major Maintenance Planning:** Review BAMS or Appendix H for a detailed checklist of forecasted major maintenance activities and renewals on an annual basis.
- **Record Keeping:** Continue to record significant renewals, repairs, and maintenance activities. These records will be used to improve the forecast at the time of the next Depreciation Report Update.
- **CRF Planning:** On a yearly basis, review and update the CRF funding strategy based on the estimated forecasts presented in this Report and update information obtained from assessments, investigations, and quotations.
- **Further Investigations.** Conduct additional condition assessments/investigations, as required, to refine the data and confirm assumptions.
- **Updates.** Plan for an update to the Report in three years' time. On a yearly basis, the Strata Corporation should review and update their CRF funding strategy based on the estimated forecasts presented in the Report.

Yours truly,



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# **Appendix A**

## **Glossary of Terms**

## Glossary

**Annual Contribution** – Funds allocated to the Reserve Fund each fiscal year. Sometimes referred to as the Annual Allocation. Determining the appropriate size of the Annual Allocation is aided with a Reserve Study (a Depreciation Report in B.C.).

**Asset** – An integrated assembly of multiple physical components, which requires periodic maintenance, repair and eventual renewal. Typical examples of assets are: roofs, boilers and hallway carpets.

**Catch-up Costs** – The costs associated with the accumulated backlog of deferred maintenance associated with the assets.

**Chronological Age** – The age of an asset relative to its date of installation (current year minus year of installation).

**Classes of Cost Estimates** – Until a project is actually constructed, a cost estimate represents the best judgement of the professional according to their experience and knowledge and the information available at the time. Its completeness and accuracy is influenced by many factors, including the project status and development stage. Estimates have a limited life and are subject to inflation and fluctuating market conditions. The precision of cost estimating is categorized into the following four classes and are as defined in guidelines prepared by the Association of Professional Engineers and Geoscientists of B.C. The percentage figures in parentheses refer to the level of precision or reliability of the cost estimates.

- **Class A Estimate** ( $\pm 10-15\%$ ): A detailed estimate based on quantity take-offs from final drawings and specifications. It is used to evaluate tenders or as a basis of cost control during day-labour construction.
- **Class B Estimate** ( $\pm 15-25\%$ ): An estimate prepared after site investigations and studies have been completed, and the major systems defined. It is based on a project brief and preliminary design. It is used for obtaining effective project approval and for budgetary control.
- **Class C Estimate** ( $\pm 25-40\%$ ): An estimate prepared with limited site information and based on probable conditions affecting the project. It represents the summation of all identifiable project elemental costs and is used for program planning, to establish a more specific definition of client needs and to obtain preliminary project approval.
- **Class D Estimate** ( $\pm 50\%$ ): A preliminary estimate which, due to little or no site information, indicates the approximate magnitude of cost of the proposed project, based on the client's broad requirements. This overall cost estimate may be derived from lump sum or unit costs for a similar project. It may be used in developing long term capital plans and for preliminary discussion of proposed capital projects.

**Closing Balance** – Alternatively referred to as the Starting Balance. The balance of funds remaining in the reserve account at the end of a fiscal period (Fiscal year end, calendar year or study period). The Closing Balance becomes the Opening Balance for the subsequent fiscal period.

**Contingency Costs** – An allowance for unexpected or unforeseen costs that may impact monies required for projects to maintain or replace assets. (Not to be confused with costs of Renewal or Major Maintenance projects which are paid for out of the Reserve Fund (otherwise known the Contingency Reserve Fund.)

**Contribution Threshold** - A dollar value which dictates the size of the Contingency Reserve Fund (CRF) contribution based on whether the accumulated CRF balance is greater than or less than the specified dollar value. For example, the Strata Property Act indicates that if the closing balance of the CRF at the end of the fiscal year is less than 25% of the operating budget for the next fiscal year, then the CRF contribution for the next fiscal year should be a minimum of 10% of the operating budget. In this case, the threshold is 25% of the operating budget.

**Current Dollars** – Dollars in the year they were actually received or paid, unadjusted for price changes.

**Effective Age** – An assessment of the age of an asset relative to its condition and how that condition may have accelerated or decelerated the chronological age of the asset (service life minus remaining service life).

**Funding Model** – A mathematical model used to establish an appropriate funding level for sustaining the assets in a building. Running a number of scenarios out of the funding model using different parameters (such as inflation rates and interest rates) can serve as a sensitivity analysis to determine the financial impact of different funding levels.

**Future Dollars** – The projected cost of future asset renewal projects, which accounts for inflation and escalation factors.

**Get Ahead Costs** – These are costs associated with adaptation of the building to counter the forces of retirement associated with different forms of obsolescence, such as:

- Functional obsolescence
- Legal obsolescence
- Style obsolescence

Some of the costs in this category are discretionary spending that result in either a change or an improvement to the existing strata building. This category includes projects to alter the physical plant for changes in use, codes and standards. Some typical examples include:

- Energy retrofits
- Code retrofits
- Hazardous material abatement
- Barrier free access retrofits
- Seismic Upgrades

**Keep-up Costs** – The monies required for renewal projects as each asset reaches the end of its useful service life. If an asset is not replaced at the end of its useful service life

and is kept in operation, through targeted repairs, then these costs get reclassified into the “catch-up” category.

**Major Maintenance** – Any maintenance work for common expenses that usually occurs less often than once a year or that do not usually occur. Major maintenance provides for the preservation of assets to ensure that they achieve their full intended service life.

**Next Renewal Year** - The forecasted date of asset replacement or renewal.

**Opening Balance** – Alternatively referred to as the Starting Balance. The amount of money in an account at the beginning of a fiscal period. Opening balances are derived from the balance sheet and are used in cash flow calculations in the Funding Model.

**Operating Costs** – Frequently recurring expenses that arise during the course of a single fiscal year and are paid from the operating budget as opposed to the Reserve Fund.

**Operational Plan/Horizon (1 year)** – The annual operating period encompasses one fiscal cycle (12 months). The Reserve Contribution in the operating budget should reflect the majority of the projects in the Tactical Plan (5 years) and ideally should also contemplate elements of the Strategic Plan (30 years).

**Percent Funded** – The ratio, at a particular point of time (typically the beginning of the fiscal year), of the actual or projected Reserve Fund balance to the accrued Reserve Fund balance, expressed as a percentage. For example: If the 100% funded balance is \$100,000 and there is \$76,000 in the Reserve Fund, the Reserve Fund is 76% funded.

Since funds can typically be allocated from one asset to another with ease, this parameter has no real meaning on an individual reserve component basis. The purpose of this parameter is to identify the relative strength or weakness of the entire Reserve Fund at a particular point in time. The value of this parameter is to provide a more stable measure of Reserve Fund strength, since cash in reserve may mean very different things to different governing bodies or Owner groups.

- **Poor Level.** When the Percent Funded falls to 0% - 30%, the current reserves may be considered to be at a ‘poor’ level. At this funding level, Special Levies are common. This is also commonly known as the Unfunded or Special Levy Model. The Owner Group does not have a Reserve Fund balance that will cover expected renewal costs and the only recourse is to raise funds by Special Levies to cover those costs when they become due.
- **Fair Level.** If the Percent Funded level is 31 to 70% then the current reserve may be considered to be in a mid-range level.
- **Good Level.** If the Percent Funded level is 70% or higher this is likely to be considered ‘strong’ because cash flow problems are rare.

**Renewal** – The replacement of an Asset as it reaches the end of its useful service life.

**Renewal Cost** – The cost required to replace an Asset, which is paid from the Reserve Fund, Special Levy or combination thereof.

**Reserve Contribution** – See Annual Contribution.

**Reserve Fund** – Also known as the Contingency Reserve Fund (CRF). The account in which the accumulated Annual Contributions are deposited and from which costs are withdrawn for Renewal projects and Major Maintenance projects.

**Reserve Income** – The interest earned from investing the money deposited in the Reserve Fund.

**Reserve Study** – Also referred to as a Reserve Fund Study or Depreciation Report in BC.

- A long-range financial planning tool that identifies the current status of the Owners' Reserve Fund and recommends a stable and equitable funding plan to offset the costs of anticipated future major expenditures associated with replacement of the assets and major maintenance.
- The purpose of the Reserve Study is to provide a plan for appropriate funding for renewal and major maintenance work.
- While Reserve Studies provide analysis of the timing, costs and funding for renewal projects, they should ideally be supported by a maintenance plan that assists the Owners to plan for maintenance activities so that assets achieve their predicted service lives.

**Service Life** - The estimated period of time over which an asset (and its components or assembly) provides adequate performance and function.

**Special Levy** – Also referred to as a "Special Assessment". A financial levy to be paid by the Owner group to finance large-scale projects for major maintenance, repairs, renewal and rehabilitation of an asset, which occur as result of a shortfall in available funds and requires special decision making and approval procedures. A Reserve Study contains funding scenarios that assist the Owners in long-range financial planning.

**Statutory Funding Model** - A funding model which uses the Strata Property Act and Regulations to determine the minimum amount of money to contribute to the Contingency Reserve Fund on an annual basis.

**Strategic Horizon** – The longest of the three planning horizons, which typically covers the full study period of 30 years and identifies the long-term needs of the assets.

**Style Obsolescence** – When an asset is no longer desirable because it has fallen out of popular fashion, its style is obsolete. Some assets, particularly interior furnishings, reflect fashion cycles and can become out-dated.

**Tactical Plan/Horizon** – A period of planning for asset Renewal projects and Major Maintenance projects, which typically extends five years from the current year.

# **Appendix B**

## **Asset Inventory**

**Elgin Pointe**  
Asset Inventory

**Enclosure**

**Roofs & Decks**

**Encl 01 - Concrete Tile Roofs**



**Location**

Sloped roofing at all buildings.

**Description**

Roofing tiles made of standard (or light weight) concrete installed over an underlayment and batten system used on sloped roof. Typically, gutters are provided at roof eaves to manage rainwater. Roofs are inspected annually and locally repaired if required. Moss removal completed in 2017.

**Information**

Service Life: 50  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2056

**Encl 02 - Vinyl Panel Soffit**



**Location**

Underside of roof eaves and soffit at unit entrances.

**Description**

Vinyl panel soffit.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Walls**

**Encl 03 - Cultured Stone Wall**



**Location**

Base of wall at the front side of each unit, including the amenity building.

**Description**

Cultured stone applied with mortar onto stucco base coat.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Elgin Pointe**  
**Asset Inventory**

**Encl 04 - Fiber Cement Siding**



**Location**

The main wall cladding on all elevations of each building.

**Description**

Fiber cement cladding installed on wood strapping to create a drained cavity over the exterior sheathing membrane. Lapped and shingled siding configuration. Repainting of fiber cement cladding including wood trim was completed in phases from 2016 to 2018.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Encl 05 - Wood Trim**



**Location**

Roof fascia and horizontal and vertical trim around windows and doors, corners and floor edge bands.

**Description**

Vertical and horizontal wood trim boards with coated surface for protection of the substrate and aesthetics. Trim repainted as needed, with last major repainting and localized repair program completed in 2018, and localized repainting completed in 2019.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Glazing Systems**

**Encl 06 - Vinyl Framed Window**



**Location**

All elevations and all levels of each building.

**Description**

Vinyl framed windows with double insulating glazing units, and sliding operators.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046



**Elgin Pointe**  
**Asset Inventory**

**Doors**

**Encl 07 - Metal Clad Swing Door**



**Location**

Patio access doors.

**Description**

Metal clad wood framed swing door with insulating glazing units. The renewal of this asset is phased.

**Information**

Service Life: 25  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2031

**Encl 08 - Townhouse Entry Doors**



**Location**

Entrance to all units.

**Description**

Protected in-swing entrance doors are manufactured from a metal-faced door. Storm doors at various units are considered owners responsibility. Localized repainting of various entry doors last completed in 2012.

**Information**

Service Life: 30  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2036

**Encl 09 - Metal Clad Swing Door**



**Location**

Electrical rooms and emergency egress door at the amenity building.

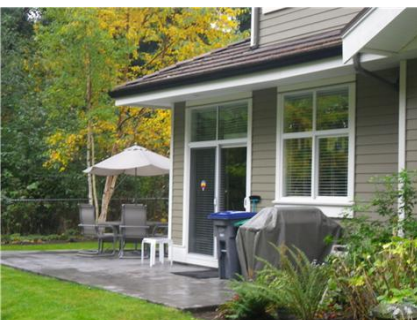
**Description**

Metal clad wood swing door with insulating glazing units.

**Information**

Service Life: 25  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2031

**Encl 10 - Sliding Glass Door**



**Location**

Unit 38.

**Description**

Sliding glass door.

**Information**

Service Life: 25  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2031

**Elgin Pointe**  
**Asset Inventory**

**Parking Garage**

**Encl 11 - Sectional Overhead Doors**



**Location**

Garage doors at each suite.

**Description**

Pre-finished metal sectional overhead garage door with motor drive and hardware.

**Information**

Service Life:	25
Installed Year:	2006
Chronological Age:	14
Effective Age:	14
Next Renewal Year:	2031

**General & Inspections**

**Encl 12 - Exterior Sealant**



**Location**

Miscellaneous interior and exterior components, such as service penetrations and interface details, not related to any particular assembly.

**Description**

A flexible material used to seal a gap between two surfaces to prevent leakage of water and air. Renewal of this asset is to be coordinated with the repainting of the building exteriors. Localized sealant replacement with phased exterior painting completed from 2016 to 2018.

**Information**

Service Life:	10
Installed Year:	2016
Chronological Age:	4
Effective Age:	4
Next Renewal Year:	2026

**Encl 13 - Miscellaneous & Inspections**



**Location**

All elevations and all levels of each building.

**Description**

Miscellaneous interior and exterior components, such as service penetrations and interface details, not related to any particular assembly.

**Information**

Service Life:	75
Installed Year:	2006
Chronological Age:	14
Effective Age:	14
Next Renewal Year:	2081

**Elgin Pointe**  
**Asset Inventory**

**Encl 14 - Gutter & Rainwater Leader**



**Location**

Perimeter of roofs on all buildings.

**Description**

Gutters and rainwater leaders. Localized gutter replacement completed in 2017. Top of rain water leaders retrofitted with metal wideners in 2019.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 13  
Next Renewal Year: 2047

**Electrical**

**Power Supply**

**Elec 01 - Distribution Transformer - Exterior [PLACEHOLDER]**



**Location**

Various locations throughout the site.

**Description**

BC Hydro pad mounted transformers. [Equipment is owned by BC Hydro].

**Information**

Service Life: 45  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2051

**Distribution**

**Elec 02 - Electrical Distribution**



**Location**

Electrical rooms throughout the site, and at each building.

**Description**

Main disconnect switches, downstream panelboards, breakers, switches and wiring to shared mechanical, lighting and power loads throughout the complex and to individual suites.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Elgin Pointe**  
**Asset Inventory**

**Light Fixtures**

**Elec 03 - Exterior Light Fixtures**



**Location**

At all units, amenity building and throughout the site.

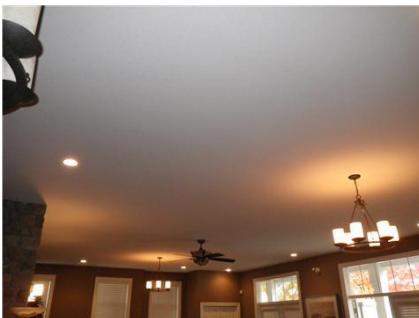
**Description**

A variety of fixture types, including wall, pole and post mounted, street, pathway and recessed soffit pot lighting. A variety of lamp types, including fluorescent, compact fluorescent, halogen, incandescent, LED, etc. for exterior direct, indirect and accent lighting applications. A variety of light fixture controls, including switches, motion sensors, timers and photocells. Amenity building light bulbs converted to LED from 2016 to 2019.

**Information**

Service Life:	20
Installed Year:	2016
Chronological Age:	4
Effective Age:	4
Next Renewal Year:	2036

**Elec 04 - Interior Light Fixtures**



**Location**

Electrical rooms and throughout the amenity building.

**Description**

A variety of fixture types, including fixed surface and recessed. A variety of lamp types, including fluorescent, compact fluorescent, halogen, incandescent, LED, etc. for interior direct, indirect and accent lighting applications. A variety of light fixture controls, including switches, motion sensors, timers, dimmers and photocells.

**Information**

Service Life:	20
Installed Year:	2006
Chronological Age:	14
Effective Age:	14
Next Renewal Year:	2026

**Security**

**Elec 05 - Enterphone System**



**Location**

Mounted on stone fencing at entrance.

**Description**

Linear, flush mounted, enterphone panel with associated key pad and display panel. Enterphone panel last repaired in 2014. Enterphone panel and operating system replaced in 2019.

**Information**

Service Life:	25
Installed Year:	2006
Chronological Age:	14
Effective Age:	14
Next Renewal Year:	2031

**Elgin Pointe**  
**Asset Inventory**

**Mechanical**

**Controls and End Devices**

**Mech 01 - HVAC Instrumentation**



**Location**

Mounted to walls in amenity room and common spaces.

**Description**

Nortron thermostats, programmable thermostats, flow gauges, thermometers, metering equipment, gauges, and other field devices to monitor and regulate pressure and temperature in the HVAC and plumbing distribution systems.

**Information**

Service Life: 20  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2026

**Plumbing & Drainage**

**Mech 02 - DHW Water Heater**



**Location**

Basement of amenity room.

**Description**

GSW natural gas fired, hot water heater, 189 L, 42,000 BTU input. DHW replaced in 2018.

**Information**

Service Life: 14  
Installed Year: 2018  
Chronological Age: 2  
Effective Age: 2  
Next Renewal Year: 2032

**Mech 03 - Piping - Domestic Cold Water Distribution**



**Location**

Connected to supply fixtures in the amenity building.

**Description**

Copper piping and soldered joints. It is our understanding from the drawings provided that each suite has a separate service that ends at each building perimeter, therefore re-piping is the responsibility of the individual owners.

**Information**

Service Life: 35  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2041

**Elgin Pointe**  
**Asset Inventory**

**Mech 04 - Sanitary Drainage Collection**



**Location**

Connected to waste fixtures at each unit.

**Description**

PVC-DWV or ABS-DWV piping, with glued joints, p-traps, and fittings. Sanitary drainage scoped (2017).

**Information**

Service Life: 50  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2056

**Mech 05 - Fixtures - Taps & Sinks**



**Location**

Amenity room kitchens and washrooms.

**Description**

Sinks, janitors mop sinks, and other plumbing supply fixtures.

**Information**

Service Life: 25  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2031

**Mech 06 - Fixtures - Toilets**



**Location**

Amenity building washrooms.

**Description**

Crane, 6.0 LPF, floor mounted toilets.

**Information**

Service Life: 25  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2031

**Mech 07 - Exterior Roof and Area Drainage Collection**



**Location**

Perimeter of each building.

**Description**

Underground tight piping forming part of a drainage system around perimeters of buildings and structures, intended for collection of downspout drains and area drainage. Not including downspouts and gutters.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Elgin Pointe**  
**Asset Inventory**

**Mech 08 - Cross Connection & Backflow Prevention**



**Location**

Individual units on the site.

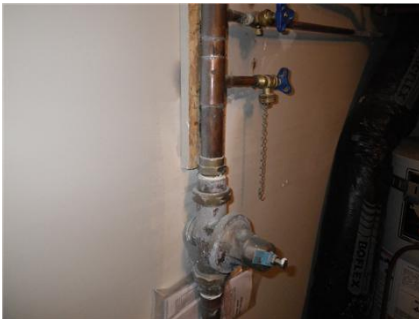
**Description**

Various types and sizes of backflow prevention valves, including vacuum breakers, double check, reduced pressure valves on systems.

**Information**

Service Life: 20  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2026

**Mech 09 - Valves - Plumbing Flow Control and Directional**



**Location**

Various locations at individual units on the site.

**Description**

Various types and sizes of valves, including pressure reducing valves, isolation valves, two-way and three way valves, circuit flow control valves and check valves to regulate the flow of water through domestic plumbing systems.

**Information**

Service Life: 20  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2026

**Mech 10 - Perimeter and Foundation Drainage**



**Location**

Perimeter of each unit.

**Description**

Perforated piping forming part of a sub-surface perimeter drainage system around perimeters of buildings and underground structures. Perimeter drains inspected via camera and hydro flushed in 2017.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Heating & Cooling**

**Mech 11 - Gas Furnace**



**Location**

Amenity building basement.

**Description**

Ameristar, natural gas fired, warm air furnace, estimated at 75,000 BTU input.

**Information**

Service Life: 15  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2021

**Elgin Pointe**  
**Asset Inventory**

**Mech 12 - Electric Baseboards**



**Location**

Amenity building.

**Description**

Standard grade, wall mounted, electric convector baseboard heaters with electrical fins for localized space heating and integral thermostat control.

**Information**

Service Life: 35  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2041

**Mech 13 - Gas Fireplace**



**Location**

Amenity building.

**Description**

Natural gas fireplace with fireplace enclosure, flue, gas piping, gas valve and other components.

**Information**

Service Life: 30  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2036

**Other**

**Mech 14 - Automatic Gate & Motor**



**Location**

Entrance to site.

**Description**

Chamberlain Elite, 1/2HP, commercial-grade, gate for vehicular site access, controlled by a hydraulic operator. Three entrance gates and one fire emergency entrance gate. Activator arms serviced in 2019. Electronics for key fobs replaced in 2019.

**Information**

Service Life: 15  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 9  
Next Renewal Year: 2026



**Elgin Pointe**  
**Asset Inventory**

**Fire Safety**

**Detection**

**Fire 01 - Fire Detection & Alarm**



**Location**

Amenity building.

**Description**

Smoke detectors, heat detectors, flow switches, tamper switches, horns, pull stations and other fixed apparatus field devices to detect fire and smoke conditions and initiate timely response.

**Information**

Service Life: 20  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2026

**Suppression**

**Fire 02 - Fire Hydrant**



**Location**

Adjacent to units 35, 39, 61, 66, 71, and 76.

**Description**

Devices used to access water directly from the municipal water supply by fire department, to assist in extinguishing fires. This may be municipally owned if on property perimeter. Fire Hydrant tested and repainted in 2018.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Fire 03 - Portable Fire Extinguisher**



**Location**

Amenity building.

**Description**

Wall mounted, manually operated, 5lbs and 10lbs ABC type, pressurized vessels for controlled discharge of chemicals to extinguish small fires.

**Information**

Service Life: 24  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2030

**Elgin Pointe**  
**Asset Inventory**

**Egress**

**Fire 04 - Emergency Egress Equipment**



**Location**

Amenity building.

**Description**

LED unit battery packs; exit signs.

**Information**

Service Life: 20  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2026

**Interior Finishes**

**Floors**

**Finish 01 - Resilient Sheet Flooring**



**Location**

Storage room in amenity building basement.

**Description**

Vinyl tile or vinyl sheet with adhesive to the substrate, including door thresholds and transitions to adjoining floor finishes.

**Information**

Service Life: 20  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2026

**Finish 02 - Sheet Carpet**



**Location**

Amenity building.

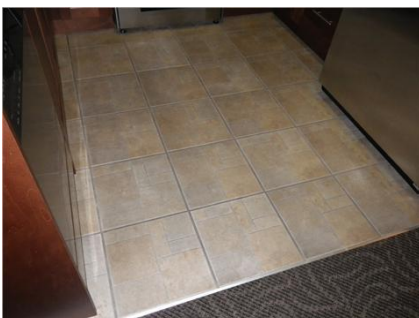
**Description**

Synthetic, low level loop, textile sheet floor covering glued over floor substrate.

**Information**

Service Life: 15  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 9  
Next Renewal Year: 2026

**Finish 03 - Stone Floor Tile**



**Location**

Kitchen and washroom floor in amenity building.

**Description**

Cut stone floor tile on thin set mortar with grout, cove base and interface thresholds with adjoining floor finishes.

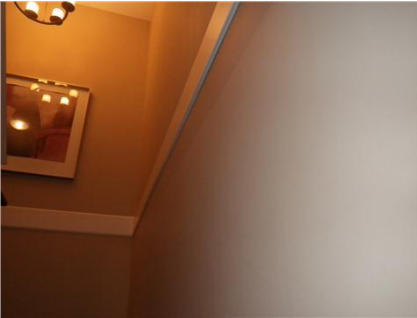
**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Elgin Pointe**  
**Asset Inventory**

**Walls**

**Finish 04 - Paint**



**Location**

Walls and ceilings of amenity building.

**Description**

Primers and multiple pigmented coating finishes applied to interior gypsum wallboard, mill work trim details, and metal trim.

**Information**

Service Life: 15  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 9  
Next Renewal Year: 2026

**Architectural Woodwork**

**Finish 05 - Carpentry and Millwork**



**Location**

Kitchen in amenity building.

**Description**

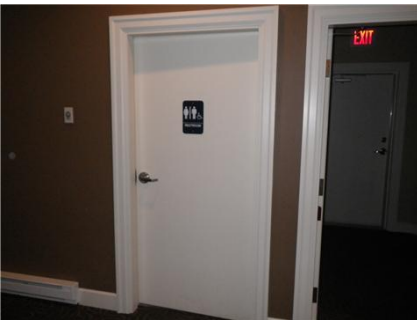
Shop fabricated custom casework, built-in counter-tops with laminate, composite or stone surface, wood veneer or composite cabinets.

**Information**

Service Life: 30  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2036

**Furnishings**

**Finish 06 - Interior Swing Door**



**Location**

Amenity building washroom and service room doors.

**Description**

Hollow swing door hung in framed opening including hardware. Exterior door is considered separately as part of the building enclosure system.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Elgin Pointe**  
**Asset Inventory**

**Amenities**

**Equipment**

**Amen 01 - Domestic Appliances**



**Location**

Kitchen in amenity building.

**Description**

Refrigerator, microwave oven, dishwasher of miscellaneous brands.

**Information**

Service Life: 15  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2021

**Furnishings**

**Amen 02 - Furniture & Accessories**



**Location**

Amenity building.

**Description**

Seats, tables, paintings and artwork, potted plants, ornaments, and other miscellaneous accessories.

**Information**

Service Life: 15  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 9  
Next Renewal Year: 2026

**Amen 03 - Exterior Furniture & Accessories**



**Location**

Various locations throughout the site.

**Description**

Wood and metal benches.

**Information**

Service Life: 15  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2021

**Amen 04 - Central Mailboxes**



**Location**

Entrance to the site.

**Description**

Flush or surface mounted, front or rear loading, brushed aluminum finish, extruded aluminum trim.

**Information**

Service Life: 30  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2036

**Elgin Pointe**  
Asset Inventory

**Amen 05 - Public Signage**



**Location**

Throughout site.

**Description**

Variety of permanently displayed information placards in the common areas of the building.

**Information**

Service Life: 25  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2031

**Suite**

**Amen 06 - Audio Visual Equipment**



**Location**

Amenity building.

**Description**

Stereo, speakers and other miscellaneous equipment.

**Information**

Service Life: 15  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2021

**Sitework**

**Hard Landscaping**

**Site 01 - Asphalt Paving**



**Location**

Roads throughout site.

**Description**

Flexible asphalt paving with concrete curbs. The renewal of this asset is phased and includes components for localized repairs and renewals.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Site 02 - Stamped Concrete Pavement**



**Location**

Entrances to units, driveways, visitor parking, and at the amenity building.

**Description**

Architectural stamped concrete slabs with colour. Compacted sub-grade. Maintenance of rear patios are the responsibility of the unit owners. Resealing of concrete driveways and front pathways completed in

**Information**

Service Life: 30  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2036

**Elgin Pointe**  
Asset Inventory

2019.

**Site 03 - Site Guardrails**



**Location**

Entrance to amenity building.

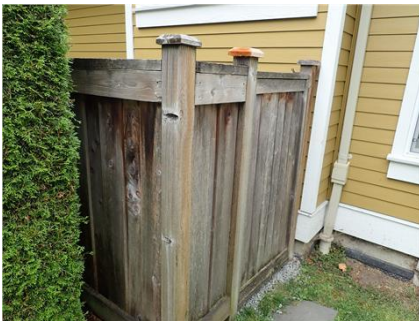
**Description**

Coated aluminum posts and pickets functioning as a protective barrier at the amenity room entrance ramp.

**Information**

Service Life: 30  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2036

**Site 04 - Wood Privacy Screens and Fencing**



**Location**

Between rear of units and throughout the site.

**Description**

Pressure treated timber hemfire - posts, picket boards, top rails and caps, footings and subgrade. Localized repair and replacement of wood privacy screens completed from 2016 to 2019.

**Information**

Service Life: 20  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 9  
Next Renewal Year: 2031

**Site 05 - Metal & Stone Fencing**



**Location**

Along 32nd Ave.

**Description**

Cultured stone and aluminum fencing with concrete caps, aluminum picket infill, and aluminum gates for access to units along 32nd Ave.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Site 06 - Metal Chain Link Fencing**



**Location**

North perimeter of site.

**Description**

Chain link metal fence with prefinished posts. Major repairs to posts completed in 2018.

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046

**Elgin Pointe**  
**Asset Inventory**

**Soft Landscaping**

**Site 07 - Groundskeeping & Pest Control**



**Location**

Throughout the site.

**Description**

Care of miscellaneous site furnishing, hard paved surfaces and landscaped areas.

**Information**

Service Life: 25  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2031

**Site 08 - Irrigation System**



**Location**

Throughout landscaped areas. Controllers in the electrical closets.

**Description**

EZ Pro controller with time clock, network of PVC pipes, valves, and irrigation heads distributed around the 'soft landscaping. Localized repairs as required (2016-2019).

**Information**

Service Life: 15  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2021

**Site 09 - Soft Landscaping**



**Location**

Throughout the site.

**Description**

Lawn, ground cover, shrubs, perennials and trees. Localized tree removal completed in 2016 and 2018.

**Information**

Service Life: 35  
Installed Year: 2016  
Chronological Age: 4  
Effective Age: 24  
Next Renewal Year: 2031

**Site Services**

**Site 10 - Electrical Site Service**



**Location**

Throughout the site.

**Description**

Underground secondary distribution conduits and services from individual pad mounted transformers to building electrical rooms.

**Information**

Service Life: 50  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2056

**Elgin Pointe**  
Asset Inventory

**Site 11 - Underground Natural Gas Service [PLACEHOLDER]**



**Location**

Throughout the site.

**Description**

Natural gas pipe installed underground from the property line to the buildings.

**Information**

Service Life: 50  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2056

**Site 12 - Underground Drainage Services - Storm**



**Location**

Concealed asset.

**Description**

Storm sewer from buildings and catch basins to property line.

**Information**

Service Life: 80  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2086

**Site 13 - Underground Sewer Services - Sewer**



**Location**

Concealed asset.

**Description**

Sanitary sewer system from the buildings to the property line, including all appurtenances.

**Information**

Service Life: 80  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2086

**Site 14 - Underground Water Services with PVC/Copper and Ductile Piping**



**Location**

Concealed asset.

**Description**

Fire/domestic water supplies, from the property line to the buildings and hydrant

**Information**

Service Life: 40  
Installed Year: 2006  
Chronological Age: 14  
Effective Age: 14  
Next Renewal Year: 2046



## Elgin Pointe Asset Inventory

### Site 15 - Water Meter Chamber



#### Location

Close proximity to site entry.

#### Description

Concrete ground box chamber with double check assembly and water meter assembly.

#### Information

Service Life:	30
Installed Year:	2006
Chronological Age:	14
Effective Age:	14
Next Renewal Year:	2036

# **Appendix C**

## **Asset Service Life Summary**







## Elgin Pointe Asset Service Life Summary

ASSET ID	ASSET NAME	CHRONOLOGICAL AGE	ESTIMATED REMAINING SERVICE LIFE
<b>ENCLOSURE</b>			
Encl 01	Concrete Tile Roofs	14	36
Encl 02	Vinyl Panel Soffit	14	26
Encl 03	Cultured Stone Wall	14	26
Encl 04	Fiber Cement Siding	14	26
Encl 05	Wood Trim	14	26
Encl 06	Vinyl Framed Window	14	26
Encl 07	Metal Clad Swing Door	14	11
Encl 08	Townhouse Entry Doors	14	16
Encl 09	Metal Clad Swing Door	14	11
Encl 10	Sliding Glass Door	14	11
Encl 11	Sectional Overhead Doors	14	11
Encl 12	Exterior Sealant	4	6
Encl 13	Miscellaneous & Inspections	14	61
Encl 14	Gutter & Rainwater Leader	14	27
<b>ELECTRICAL</b>			
Elec 01	Distribution Transformer - Exterior [PLACEHOLDER]	14	31
Elec 02	Electrical Distribution	14	26
Elec 03	Exterior Light Fixtures	4	16
Elec 04	Interior Light Fixtures	14	6
Elec 05	Enterphone System	14	11
<b>MECHANICAL</b>			
Mech 01	HVAC Instrumentation	14	6
Mech 02	DHW Water Heater	2	12
Mech 03	Piping - Domestic Cold Water Distribution	14	21
Mech 04	Sanitary Drainage Collection	14	36
Mech 05	Fixtures - Taps & Sinks	14	11
Mech 06	Fixtures - Toilets	14	11
Mech 07	Exterior Roof and Area Drainage Collection	14	26
Mech 08	Cross Connection & Backflow Prevention	14	6
Mech 09	Valves - Plumbing Flow Control and Directional	14	6
Mech 10	Perimeter and Foundation Drainage	14	26
Mech 11	Gas Furnace	14	1
Mech 12	Electric Baseboards	14	21

**Elgin Pointe**  
Asset Service Life Summary

ASSET ID	ASSET NAME	CHRONOLOGICAL AGE	ESTIMATED REMAINING SERVICE LIFE
Mech 13	Gas Fireplace	14 <input type="text"/>	16 <input type="text"/>
Mech 14	Automatic Gate & Motor	14 <input type="text"/>	6 <input type="text"/>
<b>FIRE SAFETY</b>			
Fire 01	Fire Detection & Alarm	14 <input type="text"/>	6 <input type="text"/>
Fire 02	Fire Hydrant	14 <input type="text"/>	26 <input type="text"/>
Fire 03	Portable Fire Extinguisher	14 <input type="text"/>	10 <input type="text"/>
Fire 04	Emergency Egress Equipment	14 <input type="text"/>	6 <input type="text"/>
<b>INTERIOR FINISHES</b>			
Finish 01	Resilient Sheet Flooring	14 <input type="text"/>	6 <input type="text"/>
Finish 02	Sheet Carpet	14 <input type="text"/>	6 <input type="text"/>
Finish 03	Stone Floor Tile	14 <input type="text"/>	26 <input type="text"/>
Finish 04	Paint	14 <input type="text"/>	6 <input type="text"/>
Finish 05	Carpentry and Millwork	14 <input type="text"/>	16 <input type="text"/>
Finish 06	Interior Swing Door	14 <input type="text"/>	26 <input type="text"/>
<b>AMENITIES</b>			
Amen 01	Domestic Appliances	14 <input type="text"/>	1 <input type="text"/>
Amen 02	Furniture & Accessories	14 <input type="text"/>	6 <input type="text"/>
Amen 03	Exterior Furniture & Accessories	14 <input type="text"/>	1 <input type="text"/>
Amen 04	Central Mailboxes	14 <input type="text"/>	16 <input type="text"/>
Amen 05	Public Signage	14 <input type="text"/>	11 <input type="text"/>
Amen 06	Audio Visual Equipment	14 <input type="text"/>	1 <input type="text"/>
<b>SITework</b>			
Site 01	Asphalt Paving	14 <input type="text"/>	26 <input type="text"/>
Site 02	Stamped Concrete Pavement	14 <input type="text"/>	16 <input type="text"/>
Site 03	Site Guardrails	14 <input type="text"/>	16 <input type="text"/>
Site 04	Wood Privacy Screens and Fencing	14 <input type="text"/>	11 <input type="text"/>
Site 05	Metal & Stone Fencing	14 <input type="text"/>	26 <input type="text"/>
Site 06	Metal Chain Link Fencing	14 <input type="text"/>	26 <input type="text"/>
Site 07	Groundskeeping & Pest Control	14 <input type="text"/>	11 <input type="text"/>
Site 08	Irrigation System	14 <input type="text"/>	1 <input type="text"/>
Site 09	Soft Landscaping	4 <input type="text"/>	11 <input type="text"/>
Site 10	Electrical Site Service	14 <input type="text"/>	36 <input type="text"/>
Site 11	Underground Natural Gas Service [PLACEHOLDER]	14 <input type="text"/>	36 <input type="text"/>
Site 12	Underground Drainage Services - Storm	14 <input type="text"/>	66 <input type="text"/>

**Elgin Pointe**  
Asset Service Life Summary

ASSET ID	ASSET NAME	CHRONOLOGICAL AGE	ESTIMATED REMAINING SERVICE LIFE
Site 13	Underground Sewer Services - Sewer	14 	66 
Site 14	Underground Water Services with PVC/Copper and Ductile Piping	14 	26 
Site 15	Water Meter Chamber	14 	16 

# **Appendix D**

## **Disclosures and Disclaimers**

## Disclosures and Disclaimers

### Condition of the Assets

The method of determining the physical condition of the assets is based on a visual review of a representative sampling of the assets in readily accessible locations, discussions with facility representatives, and review of readily available reference documents. No destructive testing or exploratory openings are carried out on any of the assets and the equipment is not disassembled, operated, or subject to re-commissioning tests. The physical review is not a full “condition assessment” since operating, testing, or exploratory openings are excluded from the scope of services.

### Cost Estimating for Assets

- All estimates of costs are provided in future year dollars.
- All estimates of costs are Class D estimates intended for planning purposes and not for accounting or tender use. See Glossary of Terms for definition of Class D estimates.
- Actual costs will vary depending on several factors. The estimates assume economies of scale will be achieved by bundling work tasks together into larger renewal, repair, or rehabilitation projects. Small tasks performed individually may exceed the estimates presented.
- Soft costs, such as consulting services and contingency allowances are not included in the budget estimates. When developing cost estimates for projects in greater detail for budgeting, each project should include appropriate soft costs - such as Owner contingency, permit fees, engineering fees, etc. Depending on the sizes, scope and timing of individual projects, the magnitude of the soft costs will vary.
- Construction costs are subject to the vagaries of the marketplace. At the time of tender, costs may vary depending on the time of the year, contractor availability, and other factors.
- The estimates must be updated over time, further developed for scope of work and confirmed by competitive tender before any contracts are awarded.
- Detailed repair specifications are required to be prepared in order to confirm scopes of work and costs.
- The estimates do not include allowances for site specific access requirements or environmental concerns, which should be addressed on a project-by-project basis.
- Consideration may sometimes need to be given to costs arising from the impact of projects on occupancy use and facility operations.
- Replacement costs are typically based on like-for-like with a similar asset unless code or other circumstances require the replacement cost to include an upgrade.

### **Maintenance of the Assets:**

The maintenance checklists are not exhaustive and are intended as a framework for the ongoing refinement of the maintenance program.

- Work must only be carried out by appropriately qualified personnel who have the necessary and sufficient knowledge about the maintenance tasks and maintenance intervals.
- The manufacturers' latest printed instructions should take precedence in the event of any conflict with the maintenance checklists.
- The Owners' maintenance staff and/or service contractors are responsible to verify what is contained in the manufacturers' documentation regarded recommended maintenance procedures and intervals.
- The maintenance checklists and maintenance intervals should be reviewed annually and adjusted, as required, to reflect the service environment, feedback from contractors, etc.

### **Specialist and Non-Specialist Reviews**

Our personnel collect the asset inventory data for all the different systems, including mechanical, plumbing, fire safety, elevator, electrical, interior finishes, and sitework. Our scope of services is to identify the assets within each system, determine their age and report on their reasonable service life-cycles according to accepted industry standards. RDH personnel do not make observations with regard to specialty building system conditions unless specifically addressed in our proposal.

### **Forecasting the Useful Service Life of Assets**

The service life of assets can be affected by a variety of circumstances, including the following:

- The quality of the maintenance conducted on an asset will affect the service life of the asset. Poor maintenance can lead to a reduced service life and may result in the premature failure of an asset.
- Insurable losses (force majeure), such as earthquakes, fires, and floods can shorten the life of an asset. These events are not considered in a Depreciation Report.
- Asset service life in a Depreciation Report is determined according to accepted industry standards.

### **Funding Models**

The funding models for Depreciation Reports are based on a 30-year horizon and use "future year dollars termed" methodology. This methodology projects the costs (in future year dollars) over the planning horizon and not beyond the terminus year of the planning horizon. The current year is the starting year of the planning horizon. The term,



therefore, matches the initial horizon and does not respect a shifting horizon. This means that in year 1 the funding scenarios will look forward for 30 years.

For example, in 2012 the model looks forward to 2042. In year two, it will be accurate for 29 years, as it is only looking forward to year 2042. When an update study is performed in three years, the revised funding scenarios will look forward 30 years from 2015 to 2045. Renewal and major maintenance projects that occur beyond the 30-year planning horizon are not considered in the scenarios; that is, those projects that occur beyond 30 years are unfunded in the funding scenarios.

# **Appendix E**

## **Funding Scenario Cash Flow Tables**

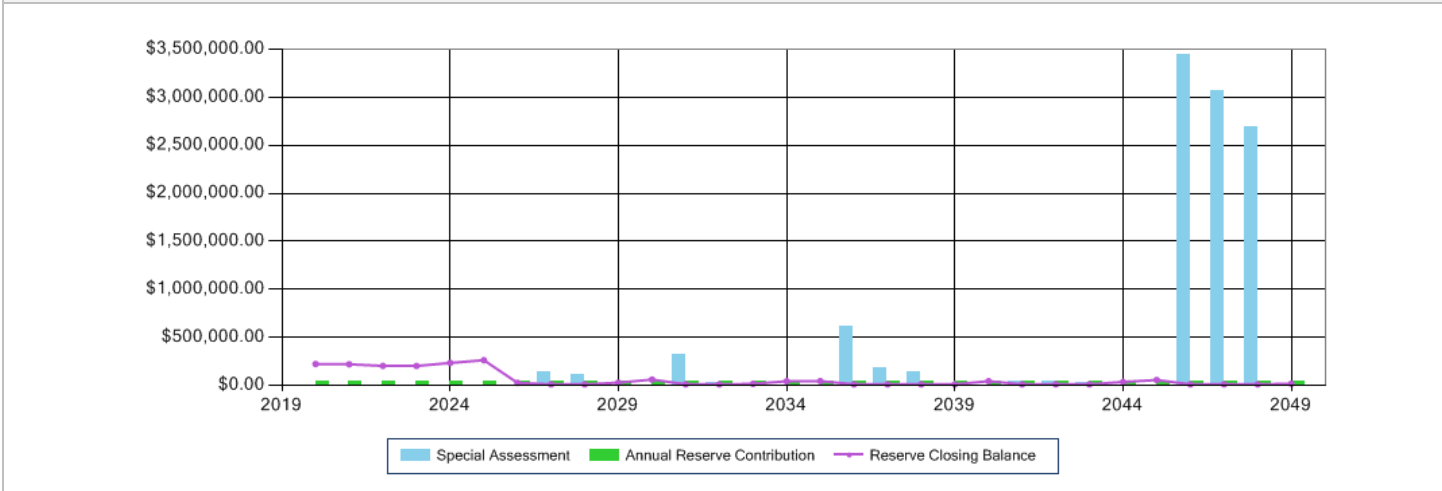
### Funding Model - 2020 - Fixed Annual Funding of \$ 35,000 (Previous)

Funding Model Name	2020 - Fixed Annual Funding of \$ 35,000 (Previous)	Initial Catch-Up Cost	\$0
Building	Elgin Pointe	Operating Budget	\$298,902
Start Year	2020	Starting Reserve Balance	\$185,635
Interest/Investment Rate	2.0 %	Contribution Threshold	\$500,000
Estimated Contingency Allowance	\$2,000	Contribution Below Threshold	\$35,000
Tax Rate	0.0 %	Contribution Above Threshold	\$35,000
Planning Horizon (Years)	30	Reserve Contribution Increase	0.00 %
Number of Units	76	Monthly Avg. Unit Contribution	\$38

Year	Opening Balance	Reserve Contribution	Additional Funding	Reserve Income	Keep-Up	Contingency Costs	Tax Liability	Closing Balance	Percent Funded
2020	\$185,635	\$35,000	\$0	\$3,713	\$0	\$2,000	\$0	\$222,348	22.08 %
2021	\$222,348	\$35,000	\$0	\$4,447	\$40,700	\$2,000	\$0	\$219,095	17.74 %
2022	\$219,095	\$35,000	\$0	\$4,382	\$53,310	\$2,000	\$0	\$203,167	13.91 %
2023	\$203,167	\$35,000	\$0	\$4,063	\$38,440	\$2,000	\$0	\$201,790	11.77 %
2024	\$201,790	\$35,000	\$0	\$4,036	\$5,100	\$2,000	\$0	\$233,726	11.62 %
2025	\$233,726	\$35,000	\$0	\$4,675	\$9,400	\$2,000	\$0	\$262,000	11.31 %
2026	\$262,000	\$35,000	\$0	\$5,240	\$274,270	\$2,000	\$0	\$25,970	1.10 %
2027	\$25,970	\$35,000	\$144,540	\$519	\$194,030	\$2,000	\$0	\$10,000	0.40 %
2028	\$10,000	\$35,000	\$104,690	\$200	\$137,890	\$2,000	\$0	\$10,000	0.36 %
2029	\$10,000	\$35,000	\$0	\$200	\$15,800	\$2,000	\$0	\$27,400	0.89 %
2030	\$27,400	\$35,000	\$0	\$548	\$620	\$2,000	\$0	\$60,328	1.75 %
2031	\$60,328	\$35,000	\$318,965	\$1,207	\$403,500	\$2,000	\$0	\$10,000	0.29 %
2032	\$10,000	\$35,000	\$31,860	\$200	\$65,060	\$2,000	\$0	\$10,000	0.26 %
2033	\$10,000	\$35,000	\$0	\$200	\$27,550	\$2,000	\$0	\$15,650	0.38 %
2034	\$15,650	\$35,000	\$0	\$313	\$6,200	\$2,000	\$0	\$42,763	0.94 %
2035	\$42,763	\$35,000	\$0	\$855	\$32,500	\$2,000	\$0	\$44,118	0.90 %
2036	\$44,118	\$35,000	\$609,099	\$882	\$677,100	\$2,000	\$0	\$10,000	0.21 %
2037	\$10,000	\$35,000	\$180,190	\$200	\$213,390	\$2,000	\$0	\$10,000	0.20 %
2038	\$10,000	\$35,000	\$137,010	\$200	\$170,210	\$2,000	\$0	\$10,000	0.19 %
2039	\$10,000	\$35,000	\$8,200	\$200	\$41,400	\$2,000	\$0	\$10,000	0.17 %
2040	\$10,000	\$35,000	\$0	\$200	\$0	\$2,000	\$0	\$43,200	0.71 %
2041	\$43,200	\$35,000	\$35,036	\$864	\$102,100	\$2,000	\$0	\$10,000	0.15 %
2042	\$10,000	\$35,000	\$45,310	\$200	\$78,510	\$2,000	\$0	\$10,000	0.14 %
2043	\$10,000	\$35,000	\$26,590	\$200	\$59,790	\$2,000	\$0	\$10,000	0.13 %
2044	\$10,000	\$35,000	\$0	\$200	\$7,600	\$2,000	\$0	\$35,600	0.45 %
2045	\$35,600	\$35,000	\$0	\$712	\$14,000	\$2,000	\$0	\$55,312	0.65 %
2046	\$55,312	\$35,000	\$3,439,132	\$1,106	\$3,518,550	\$2,000	\$0	\$10,000	0.18 %
2047	\$10,000	\$35,000	\$3,068,650	\$200	\$3,101,850	\$2,000	\$0	\$10,000	0.38 %
2048	\$10,000	\$35,000	\$2,689,670	\$200	\$2,722,870	\$2,000	\$0	\$10,000	58.82 %
2049	\$10,000	\$35,000	\$0	\$200	\$26,300	\$2,000	\$0	\$16,900	100.00 %

**Funding Model - 2020 - Fixed Annual Funding of \$ 35,000 (Previous)**

GRAPHIC REPRESENTATION



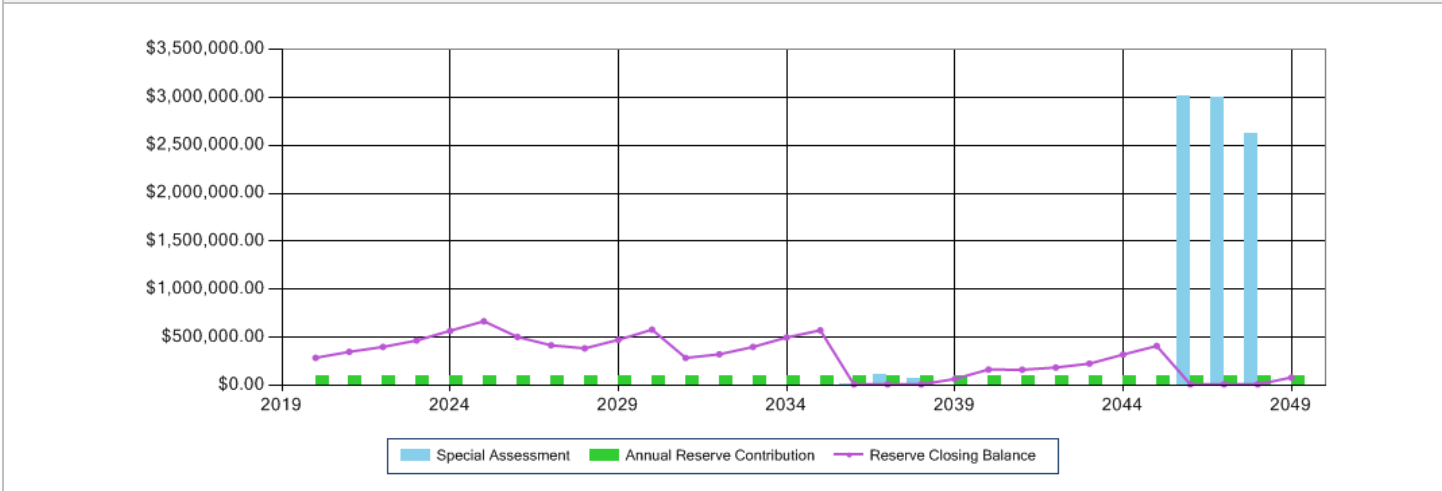
### Funding Model - 2020 - Fixed Annual Funding of \$ 99,267 (Current)

Funding Model Name	2020 - Fixed Annual Funding of \$ 99,267 (Current)	Initial Catch-Up Cost	\$0
Building	Elgin Pointe	Operating Budget	\$298,902
Start Year	2020	Starting Reserve Balance	\$185,635
Interest/Investment Rate	2.0 %	Contribution Threshold	\$500,000
Estimated Contingency Allowance	\$2,000	Contribution Below Threshold	\$99,267
Tax Rate	0.0 %	Contribution Above Threshold	\$99,267
Planning Horizon (Years)	30	Reserve Contribution Increase	0.00 %
Number of Units	76	Monthly Avg. Unit Contribution	\$109

Year	Opening Balance	Reserve Contribution	Additional Funding	Reserve Income	Keep-Up	Contingency Costs	Tax Liability	Closing Balance	Percent Funded
2020	\$185,635	\$99,267	\$0	\$3,713	\$0	\$2,000	\$0	\$286,615	28.46 %
2021	\$286,615	\$99,267	\$0	\$5,732	\$40,700	\$2,000	\$0	\$348,914	28.25 %
2022	\$348,914	\$99,267	\$0	\$6,978	\$53,310	\$2,000	\$0	\$399,849	27.38 %
2023	\$399,849	\$99,267	\$0	\$7,997	\$38,440	\$2,000	\$0	\$466,673	27.24 %
2024	\$466,673	\$99,267	\$0	\$9,333	\$5,100	\$2,000	\$0	\$568,174	28.26 %
2025	\$568,174	\$99,267	\$0	\$11,363	\$9,400	\$2,000	\$0	\$667,404	28.82 %
2026	\$667,404	\$99,267	\$0	\$13,348	\$274,270	\$2,000	\$0	\$503,749	21.39 %
2027	\$503,749	\$99,267	\$0	\$10,075	\$194,030	\$2,000	\$0	\$417,061	16.70 %
2028	\$417,061	\$99,267	\$0	\$8,341	\$137,890	\$2,000	\$0	\$384,780	14.17 %
2029	\$384,780	\$99,267	\$0	\$7,696	\$15,800	\$2,000	\$0	\$473,942	15.47 %
2030	\$473,942	\$99,267	\$0	\$9,479	\$620	\$2,000	\$0	\$580,068	16.87 %
2031	\$580,068	\$99,267	\$0	\$11,601	\$403,500	\$2,000	\$0	\$285,436	8.32 %
2032	\$285,436	\$99,267	\$0	\$5,709	\$65,060	\$2,000	\$0	\$323,352	8.64 %
2033	\$323,352	\$99,267	\$0	\$6,467	\$27,550	\$2,000	\$0	\$399,536	9.72 %
2034	\$399,536	\$99,267	\$0	\$7,991	\$6,200	\$2,000	\$0	\$498,594	11.05 %
2035	\$498,594	\$99,267	\$0	\$9,972	\$32,500	\$2,000	\$0	\$573,333	11.69 %
2036	\$573,333	\$99,267	\$5,034	\$11,467	\$677,100	\$2,000	\$0	\$10,000	0.21 %
2037	\$10,000	\$99,267	\$115,923	\$200	\$213,390	\$2,000	\$0	\$10,000	0.20 %
2038	\$10,000	\$99,267	\$72,743	\$200	\$170,210	\$2,000	\$0	\$10,000	0.19 %
2039	\$10,000	\$99,267	\$0	\$200	\$41,400	\$2,000	\$0	\$66,067	1.18 %
2040	\$66,067	\$99,267	\$0	\$1,321	\$0	\$2,000	\$0	\$164,655	2.72 %
2041	\$164,655	\$99,267	\$0	\$3,293	\$102,100	\$2,000	\$0	\$163,115	2.53 %
2042	\$163,115	\$99,267	\$0	\$3,262	\$78,510	\$2,000	\$0	\$185,135	2.69 %
2043	\$185,135	\$99,267	\$0	\$3,703	\$59,790	\$2,000	\$0	\$226,314	3.09 %
2044	\$226,314	\$99,267	\$0	\$4,526	\$7,600	\$2,000	\$0	\$320,508	4.08 %
2045	\$320,508	\$99,267	\$0	\$6,410	\$14,000	\$2,000	\$0	\$410,185	4.89 %
2046	\$410,185	\$99,267	\$3,012,895	\$8,204	\$3,518,550	\$2,000	\$0	\$10,000	0.18 %
2047	\$10,000	\$99,267	\$3,004,383	\$200	\$3,101,850	\$2,000	\$0	\$10,000	0.38 %
2048	\$10,000	\$99,267	\$2,625,403	\$200	\$2,722,870	\$2,000	\$0	\$10,000	58.82 %
2049	\$10,000	\$99,267	\$0	\$200	\$26,300	\$2,000	\$0	\$81,167	100.00 %

**Funding Model - 2020 - Fixed Annual Funding of \$ 99,267 (Current)**

GRAPHIC REPRESENTATION



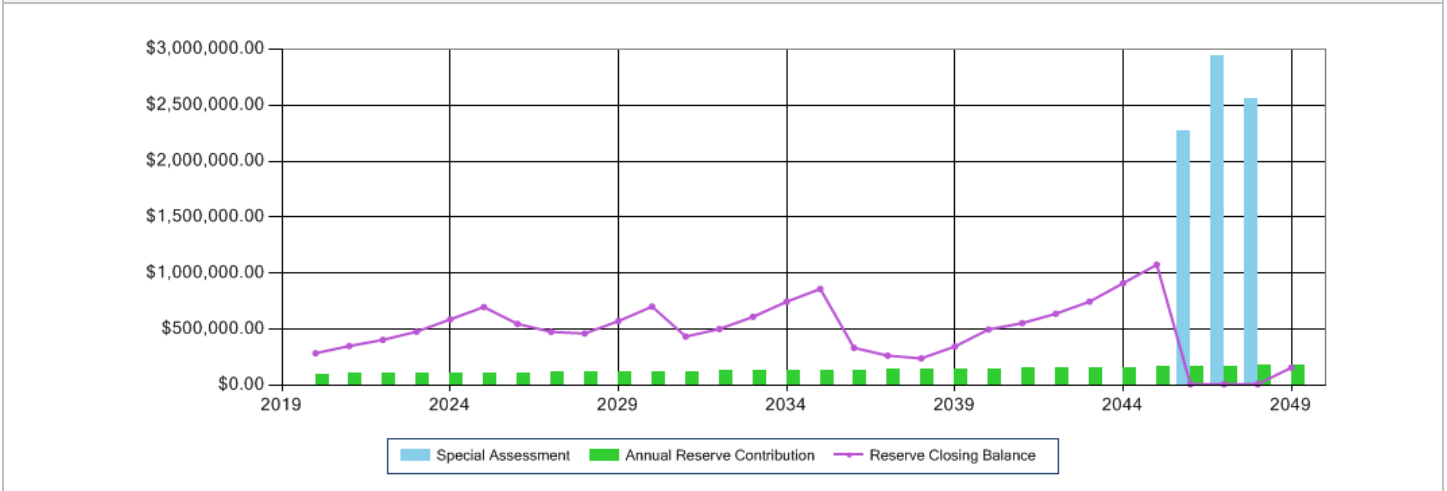
### Funding Model - 2020 - Annual Funding of \$ 99,267 with 2% annual increase (Alternative 1)

Funding Model Name	2020 - Annual Funding of \$ 99,267 with 2% annual increase (Alternative 1)	Initial Catch-Up Cost	\$0
Building	Elgin Pointe	Operating Budget	\$298,902
Start Year	2020	Starting Reserve Balance	\$185,635
Interest/Investment Rate	2.0 %	Contribution Threshold	\$500,000
Estimated Contingency Allowance	\$2,000	Contribution Below Threshold	\$99,267
Tax Rate	0.0 %	Contribution Above Threshold	\$99,267
Planning Horizon (Years)	30	Reserve Contribution Increase	2.00 %
Number of Units	76	Monthly Avg. Unit Contribution	\$109

Year	Opening Balance	Reserve Contribution	Additional Funding	Reserve Income	Keep-Up	Contingency Costs	Tax Liability	Closing Balance	Percent Funded
2020	\$185,635	\$99,267	\$0	\$3,713	\$0	\$2,000	\$0	\$286,615	28.46 %
2021	\$286,615	\$101,252	\$0	\$5,732	\$40,700	\$2,000	\$0	\$350,899	28.41 %
2022	\$350,899	\$103,277	\$0	\$7,018	\$53,310	\$2,000	\$0	\$405,885	27.80 %
2023	\$405,885	\$105,343	\$0	\$8,118	\$38,440	\$2,000	\$0	\$478,905	27.95 %
2024	\$478,905	\$107,450	\$0	\$9,578	\$5,100	\$2,000	\$0	\$588,833	29.29 %
2025	\$588,833	\$109,599	\$0	\$11,777	\$9,400	\$2,000	\$0	\$698,809	30.18 %
2026	\$698,809	\$111,791	\$0	\$13,976	\$274,270	\$2,000	\$0	\$548,306	23.28 %
2027	\$548,306	\$114,027	\$0	\$10,966	\$194,030	\$2,000	\$0	\$477,268	19.11 %
2028	\$477,268	\$116,307	\$0	\$9,545	\$137,890	\$2,000	\$0	\$463,231	17.06 %
2029	\$463,231	\$118,633	\$0	\$9,265	\$15,800	\$2,000	\$0	\$573,329	18.72 %
2030	\$573,329	\$121,006	\$0	\$11,467	\$620	\$2,000	\$0	\$703,181	20.45 %
2031	\$703,181	\$123,426	\$0	\$14,064	\$403,500	\$2,000	\$0	\$435,171	12.69 %
2032	\$435,171	\$125,895	\$0	\$8,703	\$65,060	\$2,000	\$0	\$502,709	13.43 %
2033	\$502,709	\$128,412	\$0	\$10,054	\$27,550	\$2,000	\$0	\$611,625	14.88 %
2034	\$611,625	\$130,981	\$0	\$12,233	\$6,200	\$2,000	\$0	\$746,639	16.55 %
2035	\$746,639	\$133,600	\$0	\$14,933	\$32,500	\$2,000	\$0	\$860,672	17.56 %
2036	\$860,672	\$136,272	\$0	\$17,213	\$677,100	\$2,000	\$0	\$335,057	7.21 %
2037	\$335,057	\$138,998	\$0	\$6,701	\$213,390	\$2,000	\$0	\$265,366	5.45 %
2038	\$265,366	\$141,778	\$0	\$5,307	\$170,210	\$2,000	\$0	\$240,241	4.66 %
2039	\$240,241	\$144,613	\$0	\$4,805	\$41,400	\$2,000	\$0	\$346,259	6.21 %
2040	\$346,259	\$147,505	\$0	\$6,925	\$0	\$2,000	\$0	\$498,690	8.24 %
2041	\$498,690	\$150,456	\$0	\$9,974	\$102,100	\$2,000	\$0	\$555,019	8.61 %
2042	\$555,019	\$153,465	\$0	\$11,100	\$78,510	\$2,000	\$0	\$639,074	9.31 %
2043	\$639,074	\$156,534	\$0	\$12,781	\$59,790	\$2,000	\$0	\$746,600	10.19 %
2044	\$746,600	\$159,665	\$0	\$14,932	\$7,600	\$2,000	\$0	\$911,596	11.61 %
2045	\$911,596	\$162,858	\$0	\$18,232	\$14,000	\$2,000	\$0	\$1,076,686	12.83 %
2046	\$1,076,686	\$166,115	\$2,266,215	\$21,534	\$3,518,550	\$2,000	\$0	\$10,000	0.18 %
2047	\$10,000	\$169,437	\$2,934,213	\$200	\$3,101,850	\$2,000	\$0	\$10,000	0.38 %
2048	\$10,000	\$172,826	\$2,551,844	\$200	\$2,722,870	\$2,000	\$0	\$10,000	58.82 %
2049	\$10,000	\$176,283	\$0	\$200	\$26,300	\$2,000	\$0	\$158,183	100.00 %

Funding Model - 2020 - Annual Funding of \$ 99,267 with 2% annual increase (Alternative 1)

GRAPHIC REPRESENTATION





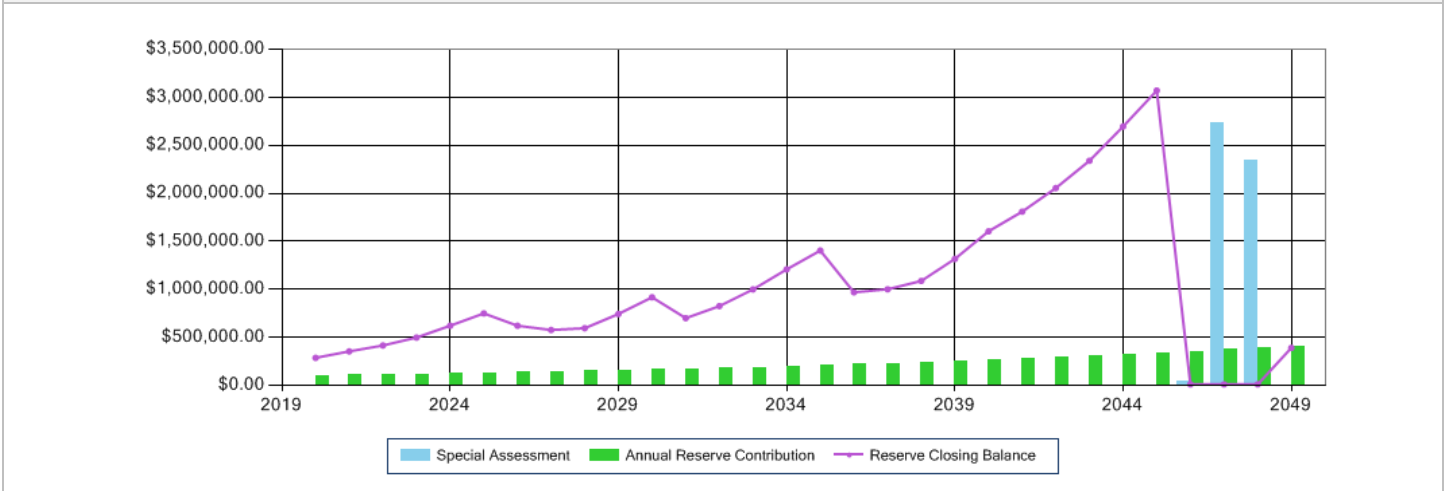
**Funding Model - 2020 - Annual Funding of \$ 99,267 with 5% annual increase (Alternative 2)**

Funding Model Name	2020 - Annual Funding of \$ 99,267 with 5% annual increase (Alternative 2)	Initial Catch-Up Cost	\$0
Building	Elgin Pointe	Operating Budget	\$298,902
Start Year	2020	Starting Reserve Balance	\$185,635
Interest/Investment Rate	2.0 %	Contribution Threshold	\$500,000
Estimated Contingency Allowance	\$2,000	Contribution Below Threshold	\$99,267
Tax Rate	0.0 %	Contribution Above Threshold	\$99,267
Planning Horizon (Years)	30	Reserve Contribution Increase	5.00 %
Number of Units	76	Monthly Avg. Unit Contribution	\$109

Year	Opening Balance	Reserve Contribution	Additional Funding	Reserve Income	Keep-Up	Contingency Costs	Tax Liability	Closing Balance	Percent Funded
2020	\$185,635	\$99,267	\$0	\$3,713	\$0	\$2,000	\$0	\$286,615	28.46 %
2021	\$286,615	\$104,230	\$0	\$5,732	\$40,700	\$2,000	\$0	\$353,877	28.65 %
2022	\$353,877	\$109,442	\$0	\$7,078	\$53,310	\$2,000	\$0	\$415,087	28.43 %
2023	\$415,087	\$114,914	\$0	\$8,302	\$38,440	\$2,000	\$0	\$497,862	29.06 %
2024	\$497,862	\$120,660	\$0	\$9,957	\$5,100	\$2,000	\$0	\$621,379	30.91 %
2025	\$621,379	\$126,693	\$0	\$12,428	\$9,400	\$2,000	\$0	\$749,099	32.35 %
2026	\$749,099	\$133,027	\$0	\$14,982	\$274,270	\$2,000	\$0	\$620,839	26.36 %
2027	\$620,839	\$139,679	\$0	\$12,417	\$194,030	\$2,000	\$0	\$576,904	23.10 %
2028	\$576,904	\$146,663	\$0	\$11,538	\$137,890	\$2,000	\$0	\$595,215	21.93 %
2029	\$595,215	\$153,996	\$0	\$11,904	\$15,800	\$2,000	\$0	\$743,315	24.27 %
2030	\$743,315	\$161,695	\$0	\$14,866	\$620	\$2,000	\$0	\$917,256	26.67 %
2031	\$917,256	\$169,780	\$0	\$18,345	\$403,500	\$2,000	\$0	\$699,882	20.42 %
2032	\$699,882	\$178,269	\$0	\$13,998	\$65,060	\$2,000	\$0	\$825,088	22.04 %
2033	\$825,088	\$187,183	\$0	\$16,502	\$27,550	\$2,000	\$0	\$999,223	24.31 %
2034	\$999,223	\$196,542	\$0	\$19,984	\$6,200	\$2,000	\$0	\$1,207,549	26.76 %
2035	\$1,207,549	\$206,369	\$0	\$24,151	\$32,500	\$2,000	\$0	\$1,403,569	28.63 %
2036	\$1,403,569	\$216,687	\$0	\$28,071	\$677,100	\$2,000	\$0	\$969,227	20.85 %
2037	\$969,227	\$227,522	\$0	\$19,385	\$213,390	\$2,000	\$0	\$1,000,744	20.56 %
2038	\$1,000,744	\$238,898	\$0	\$20,015	\$170,210	\$2,000	\$0	\$1,087,446	21.10 %
2039	\$1,087,446	\$250,843	\$0	\$21,749	\$41,400	\$2,000	\$0	\$1,316,637	23.62 %
2040	\$1,316,637	\$263,385	\$0	\$26,333	\$0	\$2,000	\$0	\$1,604,355	26.51 %
2041	\$1,604,355	\$276,554	\$0	\$32,087	\$102,100	\$2,000	\$0	\$1,808,896	28.08 %
2042	\$1,808,896	\$290,382	\$0	\$36,178	\$78,510	\$2,000	\$0	\$2,054,945	29.94 %
2043	\$2,054,945	\$304,901	\$0	\$41,099	\$59,790	\$2,000	\$0	\$2,339,155	31.95 %
2044	\$2,339,155	\$320,146	\$0	\$46,783	\$7,600	\$2,000	\$0	\$2,696,484	34.35 %
2045	\$2,696,484	\$336,153	\$0	\$53,930	\$14,000	\$2,000	\$0	\$3,070,567	36.61 %
2046	\$3,070,567	\$352,961	\$45,612	\$61,411	\$3,518,550	\$2,000	\$0	\$10,000	0.18 %
2047	\$10,000	\$370,609	\$2,733,042	\$200	\$3,101,850	\$2,000	\$0	\$10,000	0.38 %
2048	\$10,000	\$389,139	\$2,335,531	\$200	\$2,722,870	\$2,000	\$0	\$10,000	58.82 %
2049	\$10,000	\$408,596	\$0	\$200	\$26,300	\$2,000	\$0	\$390,496	100.00 %

Funding Model - 2020 - Annual Funding of \$ 99,267 with 5% annual increase (Alternative 2)

GRAPHIC REPRESENTATION



# **Appendix F**

## **RDH Qualifications**



## Maintenance and Planning (MaP)

Our Maintenance and Planning (MaP) group works with your owner group to plan and develop strategies for the long- and short-term needs of your building—everything from roof maintenance to boiler replacement. As the acronym suggests, our services are designed so that we can provide you with a comprehensive roadMaP for the management of your assets.

RDH staff have broad practical experience assisting building owners with all aspects of planning for the long term stewardship of their building(s). Our reserve fund analysts, engineers, architects, and technologists have a wide variety of formal training—including building science, structural engineering, and mechanical engineering. We believe that by using a team approach, we can ensure an appropriate level of thoroughness and quality. We have prepared hundreds of Depreciation Reports and are recognized as industry leaders.

## Depreciation Reports

A Depreciation Report is a long-range financial planning tool. It's used to identify funding requirements for costs associated with future repair, renewal, and replacement projects. The report establishes where you need to focus resources and is a good place to start developing your roadMaP.

The first step in preparing the report is to compile an inventory of all of your building's assets (roofs, boilers, carpets, etc.). Using the inventory as a foundation, we estimate the remaining life of each asset, forecast the replacement costs in future-year dollars, and display the financial analysis with graphs and cash flow tables.

## Building Asset Management Software (BAMS)

All of this information is accessible through our propriety online BAM Software—we do the groundwork and provide the critical information so that you can leverage the Software to track and report on maintenance, repair, and renewal activities. Alternatively, we can follow up and manage the activities on your behalf.

The Software tool also empowers you to create your own funding scenarios so you can evaluate different funding levels and find a solution that works specifically for your building. Where a Depreciation Report identifies what items you need to spend money on and when you need to spend it, this tool helps you optimize the way you spend your money. Ultimately, we can help you track what work is completed versus what is outstanding so that you are better able to produce reports and make informed decisions.



## About Us



**Mark Will** | B.A. Econ.

**Managing Principal, Vancouver Regional Manager**

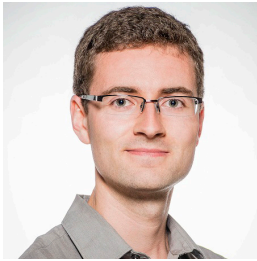
- B.A., Economics
- Has worked in project management since 1997
- Member of the Board of Directors, Condominium Home Owner's Association (CHOA)
- Member of Professional Association of Managing Agents (PAMA)



**Jason Dunn** | B.Arch.Sc., CCCA

**Principal, Senior Project Manager**

- B.Arch.Sc., Building Science Option
- Certified Construction Contract Administrator, CSC
- Has worked in building science consulting since 2004



**Jesse Listoen** | Dipl.T.

**Associate, Project Manager**

- Dipl.T., Architectural & Building Engineering Technology (Building Science Option)
- 5+ years' experience in maintenance and planning consulting and has been involved in the preparation 70+ depreciation reports



**Brandon Carreira** | Dipl.T.

**Project Manager**

- MaP Service Area Leader
- Dipl.T., Architectural & Building Engineering Technology (Building Science Option)
- Has worked in maintenance and planning consulting since 2011
- Prepared 150+ Depreciation Reports and has been involved with 200+ MaP projects



**David Taguchi** | Eng.L., RRO

**Associate, Building Science Specialist**

- Eng.L., Engineers & Geoscientists of British Columbia
- RRO, Roofing Consultants Institute Inc.
- Member of Applied Science Technologists and Technicians of British Columbia
- Has 19 years of Building Science Experience



**Alex Seto** | Dipl.T.

**Building Science Technologist**

- Dipl.T., Architectural & Building Engineering Technology (Building Science Option)
- Has worked in maintenance and planning consulting since 2012



**Jackie Wong** | Dipl.T.  
**Building Science Technologist**

- Dipl.T., Architectural & Building Engineering Technology (Building Science Option)
- Has worked in maintenance and planning consulting since 2016



**Talen Springer** | EIT  
**Building Science Engineer (EIT)**

- B.A.Sc., Civil Engineering
- Has worked in maintenance and planning consulting since 2016



**Preston Wu** | Dipl.T.  
**Maintenance and Planning Technologist**

- Dipl.T., Architectural & Building Engineering Technology (Building Science Option)
- Has worked in maintenance and planning consulting since 2016



**Cameron Skoglund** | GradTech.  
**Maintenance and Planning Technologist**

- GradTech., ASTTBC
- Has worked in maintenance and planning consulting since 2017



**Torrance Beamish** | B.F.A., Dipl.T.  
**Building Science Technologist**

- Dipl.T., Architectural & Building Engineering Technology (Building Science Option)
- Has worked in maintenance and planning consulting since 2017



**Yan Marineau-Brachmann** | B.A.Sc.  
**Building Science Engineer (EIT)**

- B.A.Sc., Civil Engineering
- Has worked in maintenance and planning consulting since 2018

## Administrators and Client Support



### **Vanessa Jumawan**

#### **Maintenance and Planning Coordinator**

- Has worked in administration within engineering/architecture since 2008
- Preparation of Depreciation Report estimates and proposals



### **Anna Qiu**

#### **Maintenance and Planning Project Assistant**

- Certificate, Business Administration
- Has worked in administration within engineering/architecture firms since 2004
- BAMS user account setup and maintenance

## Software Support and Programmer



### **Matthew Branch | P.Eng.**

#### **Software Developer**

- B.Sc., Civil Engineering
- Registered professional engineer, APEGBC
- Has worked in engineering data analysis since 2000

## Acknowledgements



### **Serge Desmarais | B.Arch. Architect AIBC, CP**

#### **Principal (In Memoriam), Senior Building Science Specialist**

RDH gratefully acknowledges the contributions of Serge Desmarais as the building science technical lead for the MaP group.

- Registered Architect AIBC, Certified Professional
- 30+ years' experience in building design and construction capital renewal projects
- RDH 2004 - 2017

# **Appendix G**

## **Insurance Certificate**



Aon Reed Stenhouse Inc.  
 401 West Georgia Street, Suite 1200  
 PO Box 3228 STN. TERMINAL  
 Vancouver BC V6B 3X8  
 tel 604-688-4442 fax 604-682-4026

Re: Evidence of Insurance:

### To Whom It May Concern

Insurance as described herein has been arranged on behalf of the Insured named herein under the following policy(ies) and as more fully described by the terms, conditions, exclusions and provisions contained in the said policy(ies) and any endorsements attached thereto.

### Insured

RDH Building Science Inc.  
 Suite 400, 4333 Still Creek Drive  
 Burnaby, BC V5C 6S6

### Coverage

<b>Commercial General Liability</b>	<b>Insurer</b>	Zurich Insurance Company Ltd	
<b>Policy #</b>	8850746		
<b>Effective</b>	02-May-2020	<b>Expiry</b>	02-May-2021
<b>Limits of Liability</b>	Bodily Injury & Property Damage, Each Occurrence \$1,000,000 Products and Completed Operations, Aggregate \$1,000,000 Non-Owned Automobile Liability \$1,000,000 Legal Liability for Damage to Hired Automobiles \$100,000 Policy may be subject to a general aggregate and other aggregates where applicable		
<b>Architects &amp; Engineers Professional Liability</b>	<b>Insurer</b>	Lloyd's Underwriters	
<b>Policy #</b>	PSDEF1900249		
<b>Effective</b>	02-May-2020	<b>Expiry</b>	02-May-2021
	Subject to aggregate where applicable		

### Terms and / or Additional Coverage

Professional Liability  
 Limit: \$1,000,000 Per Claim Limit / \$2,000,000 Aggregate Limit

**THE POLICY CONTAINS A CLAUSE THAT MAY LIMIT THE AMOUNT PAYABLE  
 OR, IN THE CASE OF AUTOMOBILE INSURANCE,**

**THE POLICY CONTAINS A PARTIAL PAYMENT OF LOSS CLAUSE  
 THIS CERTIFICATE DOES NOT AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE POLICY**

Ref. No. 320008417786

CERTIFICATE OF INSURANCE

THIS CERTIFICATE CONSTITUTES A STATEMENT OF THE FACTS AS OF THE DATE OF ISSUANCE AND ARE SO REPRESENTED AND WARRANTED ONLY TO THE INSURED. OTHER PERSONS RELYING ON THIS CERTIFICATE DO SO AT THEIR OWN RISK.

Dated : 08-May-2020

*Aon Reed Stenhouse Inc*

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**THE POLICY CONTAINS A CLAUSE THAT MAY LIMIT THE AMOUNT PAYABLE**  
OR, IN THE CASE OF AUTOMOBILE INSURANCE,

**THE POLICY CONTAINS A PARTIAL PAYMENT OF LOSS CLAUSE**  
THIS CERTIFICATE DOES NOT AMEND, EXTEND, OR ALTER THE COVERAGE AFFORDED BY THE POLICY

# Appendix H

## Strategic Plan

## Elgin Pointe Major Maintenance and Renewals Schedule

### Accuracy of Budget Cost Estimates:

- Budget costs in this report are provided in both current year dollars(without inflation or escalation factors) and future year dollars(with inflation or escalation factors).
- All budget costs are preliminary estimates intended for planning purposes and not for accounting use.
- Actual costs will vary depending on several factors. The budget estimates assume economies of scale will be achieved by bundling work items together into larger projects. Small projects done individually may exceed the budget estimates.
- Each project should include appropriate cost line-items when developing an overall project budget.
- Labour and material costs are subject to the vagaries of the marketplace. At the time of tender, costs may vary depending on the time of the year and/or contractor availability.
- The budget estimates must be updated over time and confirmed by competitive tender before any contracts are awarded.
- Detailed repair specifications are required to be prepared in order to confirm scopes of work and costs.
- Soft costs, such as consulting services and contingency allowances are not included in the budget estimates. Depending on the sizes, scope and timing of individual projects, the magnitude of the soft costs will vary.
- Cost savings may be realized depending on the use of in-house labor or 3rd party-contractors.
- The estimates do not include allowances for site specific access requirements and environmental concerns, which should be addressed on a project-by-project basis.
- Consideration may sometimes need to be given to costs arising from the impact of projects on occupancy use and facility operations.

Asset Ref ID	Maint. Ref ID	Maintenance Description	Frequency	Current Cost	Next Event	Future Cost	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049			
<b>ENCLOSURE</b>																																							
<b>ROOFS &amp; DECKS</b>																																							
Encl 01	J01	Clean all exterior surfaces of concrete tiles. Moss removal/treatment as needed.	5 Yrs	\$30,000	2022	\$31,000		•					•					•																					
Encl 01	J02	Inspect concrete tiles for cracks. Repair as required.	2 Yrs	\$5,000	2021	\$5,100	•		•		•		•		•		•		•		•		•		•		•		•		•		•		•				
Encl 01	J03	Review and touch-up metal flashing-paint as required.	5 Yrs	\$0	2022	\$0		•					•					•										•											
Encl 01	J04	Perform condition assessment of roof, associated components, service penetrations and interfaces.	40 Yrs	\$3,000	2046	\$5,000																																	
Encl 01	R01	Replace concrete tiled sloped roofs.	50 Yrs	\$2,410,500	2056	\$4,900,000																																	
Encl 02	J01	Clean exterior soffit surfaces to remove atmospheric dirt, vegetative growth and other stains.	5 Yrs	\$0	2022	\$0		•					•						•																				
Encl 02	J02	Locally repair soffit components as required.	3 Yrs	\$0	2022	\$0		•			•		•					•			•					•			•										
Encl 02	R01	Phased replacement of soffit panels and associated components, such as venting strips.	40 Yrs	\$106,260	2047	\$180,000																																	
Encl 02	R01	Phased replacement of soffit panels and associated components, such as venting strips.	40 Yrs	\$106,260	2048	\$190,000																																	
Encl 02	R02	Phased replacement of soffit panels and associated components, such as venting strips.	40 Yrs	\$106,260	2046	\$180,000																																	
<b>WALLS</b>																																							
Encl 03	J01	Clean exterior surfaces of cultured stone cladding, as required, to remove vegetation growth and other atmospheric staining.	3 Yrs	\$0	2021	\$0	•			•			•				•			•					•			•											
Encl 03	J02	Inspect vents and other service penetrations through cultured stone cladding.	3 Yrs	\$0	2021	\$0	•			•			•				•			•					•			•											
Encl 03	J04	Inspect cultured stone for signs of distress, such as cracking, spalling, and loose sections of masonry. Carry out localized repairs, as required.	10 Yrs	\$0	2021	\$0	•											•									•												
Encl 03	R01	Repoint mortar joints and conduct localized replacement of damaged or detached cultured stone cladding, as required.	20 Yrs	\$3,000	2026	\$3,400							•																										
Encl 03	R02	Replace sections of cultured stone veneer walls, as required.	10 Yrs	\$33,300	2046	\$56,000																																	
Encl 04	J01	Clean exterior fiber cement board surfaces to remove atmospheric dirt, vegetative growth and other stains.	5 Yrs	\$0	2023	\$0			•					•					•						•				•										

**Elgin Pointe**  
Major Maintenance and Renewals Schedule

Asset Ref ID	Maint. Ref ID	Maintenance Description	Frequency	Current Cost	Next Event	Future Cost	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
<b>ENCLOSURE</b>																																				
Encl 04	J02	Inspect siding for signs of distress, such as delamination and discolouration. Locally repair fiber cement walls and associated components.	3 Yrs	\$0	2021	\$0		•			•		•			•			•			•			•			•			•			•		
Encl 04	R01	Phased repainting of fiber cement board cladding and wood trim, as required.	10 Yrs	\$74,000	2026	\$83,000							•									•										•				
Encl 04	R02	Phased repainting of fiber cement board cladding and wood trim, as required.	10 Yrs	\$74,000	2027	\$85,000								•									•										•			
Encl 04	R03	Phased repainting of fiber cement board cladding and wood trim, as required.	10 Yrs	\$74,000	2028	\$87,000									•									•										•		
Encl 04	R04	Phased replacement of fiber cement cladding along with associated flashing and sealants. Consideration should be given to replacement of vent hoods and other accessories that penetrated the cladding at the time of cladding replacement.	40 Yrs	\$752,400	2048	\$1,300,000																													•	
Encl 04	R05	Phased replacement of fiber cement cladding along with associated flashing and sealants. Consideration should be given to replacement of vent hoods and other accessories that penetrated the cladding at the time of cladding replacement.	40 Yrs	\$752,400	2047	\$1,300,000																												•		
Encl 04	R06	Phased replacement of fiber cement cladding along with associated flashing and sealants. Consideration should be given to replacement of vent hoods and other accessories that penetrated the cladding at the time of cladding replacement.	40 Yrs	\$752,400	2046	\$1,300,000																												•		
Encl 05	J01	Clean surface of wood trim, as required, to remove vegetation growth and other staining.	3 Yrs	\$0	2023	\$0				•			•			•			•			•			•			•					•			
Encl 05	J02	Inspect exterior surfaces of wood trim for signs of distress, such as warping, water damage, loose trim board and discolouration, condition of coating and sealant. Touch up painting of wood trim as required. Locally repair wood trim as required.	5 Yrs	\$4,000	2023	\$4,200		•		•					•				•					•			•							•		
Encl 05	R01	Repaint wood trim, as required. Cost included with the fibre cement repainting.	10 Yrs	\$0	2028	\$0									•									•											•	
Encl 05	R02	Phased replacement of wood trim, as required.	40 Yrs	\$133,320	2047	\$230,000																												•		
Encl 05	R03	Phased replacement of wood trim, as required.	40 Yrs	\$133,320	2048	\$230,000																													•	
Encl 05	R04	Phased replacement of wood trim, as required.	40 Yrs	\$133,320	2046	\$220,000																												•		
<b>GLAZING SYSTEMS</b>																																				
Encl 06	J01	Replace or repair gasket and weatherstripping, as required.	2 Yrs	\$0	2023	\$0				•		•		•		•		•		•		•		•		•		•		•		•		•		
Encl 06	J03	Replace insulating glazing units (IGUs) with condensation or misting between panes of glass.	2 Yrs	\$3,538	2023	\$3,800				•		•		•		•		•		•		•		•		•		•		•		•		•		
Encl 06	J05	Perform condition assessment of windows, associated components and interfaces.	30 Yrs	\$3,000	2036	\$4,100																	•													
Encl 06	R01	Phased replacement of vinyl windows and associated components.	40 Yrs	\$303,518	2048	\$530,000																													•	
Encl 06	R01	Phased replacement of vinyl windows and associated components.	40 Yrs	\$303,518	2047	\$520,000																													•	
Encl 06	R02	Phased replacement of vinyl windows and associated components.	40 Yrs	\$303,518	2046	\$510,000																												•		
<b>DOORS</b>																																				
Encl 07	R01	Repaint wood door and frame finish, as required.	10 Yrs	\$11,300	2026	\$12,000								•																				•		



**Elgin Pointe**  
Major Maintenance and Renewals Schedule

Asset Ref ID	Maint. Ref ID	Maintenance Description	Frequency	Current Cost	Next Event	Future Cost	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	
<b>ENCLOSURE</b>																																					
Encl 14	J01	Locally replace damaged gutters and rainwater leader as required.	10 Yrs	\$12,330	2027	\$14,000								•										•													
Encl 14	R01	Replace gutter, rainwater leaders and associated components such as flashing.	20 Yrs	\$82,200	2047	\$140,000																															

Asset Ref ID	Maint. Ref ID	Maintenance Description	Frequency	Current Cost	Next Event	Future Cost	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
<b>ELECTRICAL</b>																																				
<b>POWER SUPPLY</b>																																				
Elec 01	R01	Replace distribution transformers. [Work to be coordinated, completed and paid for by BC Hydro, at their discretion.] [PLACEHOLDER]	45 Yrs	\$0	2051	\$0																														
<b>DISTRIBUTION</b>																																				
Elec 02	J01	Check for any exposed wiring and visually inspect wiring, where accessible, for signs of distress. Repair as required.	2 Yrs	\$0	2021	\$0		•		•		•		•		•		•		•		•		•		•		•		•		•		•		•
Elec 02	J02	Check raceways and cables for proper mechanical support, check insulation for abrasion or cracks at support points, examine raceway joints for clean and tight connections. Check busducts connections for proper tightness and evidence of overheating, corrosion, arcing or other deterioration. Clean and torque dirty and loose connections.	2 Yrs	\$0	2021	\$0		•		•		•		•		•		•		•		•		•		•		•		•		•		•		•
Elec 02	R03	Cyclical replacement of components of the electrical distribution equipment, as required.	40 Yrs	\$30,000	2046	\$51,000																														
<b>LIGHT FIXTURES</b>																																				
Elec 03	J01	Perform survey of actual lighting use and lighting levels to determine lighting needs. Consider updating fixtures or lighting controls to optimize light levels and energy costs.	3 Yrs	\$0	2022	\$0			•		•		•		•		•		•		•		•		•		•		•		•		•		•	
Elec 03	R01	Cyclical replacement of lighting controls (timers, motion sensors, etc.) as required.	6 Yrs	\$0	2026	\$0							•						•						•											
Elec 03	R02	Cyclical group replacement of lamps in exterior lighting fixtures. A set of lamps is replaced at a scheduled time.	3 Yrs	\$0	2022	\$0			•		•		•		•		•		•		•		•		•		•		•		•		•		•	
Elec 03	R03	Replace exterior light fixtures, as required, for aesthetic purposes, to match ballast replacement cycles, or technological obsolescence.	20 Yrs	\$30,000	2036	\$41,000																	•													
Elec 04	J01	Perform survey of actual lighting use and lighting levels to determine lighting needs. Consider updating fixtures, lighting controls or interior finishes (e.g. painting) to optimize light levels and energy costs.	3 Yrs	\$0	2022	\$0			•		•		•		•		•		•		•		•		•		•		•		•		•		•	
Elec 04	R01	Cyclical group replacement of lamps in interior lighting fixtures. A set of lamps are replaced at a scheduled time.	3 Yrs	\$0	2022	\$0			•		•		•		•		•		•		•		•		•		•		•		•		•		•	
Elec 04	R02	Cyclical cleaning of interior light fixtures. Use cleaning agents suited to fixture type.	10 Yrs	\$0	2022	\$0			•																											
Elec 04	R03	Replace interior light fixtures, as required, for aesthetic purposes, to match ballast replacement cycles, or technological obsolescence.	20 Yrs	\$4,500	2026	\$5,200								•																						
<b>SECURITY</b>																																				
Elec 05	R01	Replace enterphone panels, excluding field wiring.	25 Yrs	\$6,000	2031	\$7,600																														











**Elgin Pointe**  
Major Maintenance and Renewals Schedule

Asset Ref ID	Maint. Ref ID	Maintenance Description	Frequency	Current Cost	Next Event	Future Cost	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	
<b>SITework</b>																																					
Site 12	J02	Powerflush underground drainage piping to clear and remove any buildup of debris.	5 Yrs	\$500	2023	\$540				•					•					•																	
Site 12	R01	Replace components of underground drainage services. (1/5)	80 Yrs	\$56,000	2066	\$140,000																															
Site 12	R02	Replace components of underground drainage services. (2/5)	80 Yrs	\$56,000	2076	\$170,000																															
Site 12	R03	Replace components of underground drainage services. (4/5)	80 Yrs	\$56,000	2096	\$0																															
Site 12	R04	Replace components of underground drainage services. (5/5)	80 Yrs	\$56,000	2106	\$0																															
Site 12	R05	Replace components of underground drainage services. (3/5)	80 Yrs	\$56,000	2086	\$0																															
Site 13	J01	CCTV length of services for inspection of condition and function.	10 Yrs	\$1,000	2021	\$1,000	•																														
Site 13	J02	Powerflush underground sanitary drains to remove buildup and debris.	10 Yrs	\$1,000	2021	\$1,000	•																														
Site 13	R01	Replace portions of underground sewer services, including all appurtenances. Includes temporary services during construction (assumes no room to abandon old services in place), trench backfill and asphalt patching. (2/5)	80 Yrs	\$54,000	2076	\$170,000																															
Site 13	R02	Replace portions of underground sewer services, including all appurtenances. Includes temporary services during construction (assumes no room to abandon old services in place), trench backfill and asphalt patching. (5/5)	80 Yrs	\$54,000	2106	\$0																															
Site 13	R03	Replace portions of underground sewer services, including all appurtenances. Includes temporary services during construction (assumes no room to abandon old services in place), trench backfill and asphalt patching. (4/5)	80 Yrs	\$54,000	2096	\$0																															
Site 13	R04	Replace portions of underground sewer services, including all appurtenances. Includes temporary services during construction (assumes no room to abandon old services in place), trench backfill and asphalt patching. (1/5)	80 Yrs	\$54,000	2066	\$140,000																															
Site 13	R05	Replace portions of underground sewer services, including all appurtenances. Includes temporary services during construction (assumes no room to abandon old services in place), trench backfill and asphalt patching. (3/5)	80 Yrs	\$54,000	2086	\$0																															
Site 14	R01	Replace sections of underground water services with PVC/copper piping, hydrants, valves and connections.	10 Yrs	\$38,000	2046	\$65,000																															
Site 15	R01	Cyclic replacement of valve and meter assemblies, as required.	50 Yrs	\$10,000	2036	\$14,000																	•														