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ARIA Apartment Homeowners Corporation
ANNUAL GENERAL MEETING
NOTICE TO SHARE HOLDERS

LOCATION: West Kelowna Yacht Club
4111 Gellatly Road
West Kelowna, BC.
V4T 2K2

DATE: June 26th, 2025

REGISTRATION BEGINS: at 4:30pm.

MEETING START TIME: at 5:00pm.

1. **PURPOSE:** To review the operation of the Corporation over the past year. To adopt the 2025/2026 operating budget, to approve any $\frac{3}{4}$ Vote and Majority Vote Resolutions and to elect a Board of Directors for the fiscal year of 2025/2026.
2. **QUORUM:** In order to conduct business at this Annual General Meeting, at least thirty-three per cent (33%) of the persons entitled to vote must be present in person or by proxy. If at the time appointed for a general meeting, a quorum is not present the meeting shall stand adjourned for a period of 10 minutes whereupon the adjourned meeting shall be reconvened at the same place and those persons present in person or by proxy and eligible to vote, at any subsequent point of the meeting shall constitute a quorum.
3. **VOTING:** Each household is entitled to one (1) vote.
4. **$\frac{3}{4}$ VOTE RESOLUTION:** “**3/4 Vote**” means a $\frac{3}{4}$ vote in favor of a resolution by at least $\frac{3}{4}$ of the votes cast by eligible voters present in person or by proxy at a general meeting who have not abstained from voting.
5. **MAJORITY VOTE RESOLUTION:** “**Majority Vote**” means a vote in favor of a resolution by more than $\frac{1}{2}$ of the votes cast by eligible voters who are present in person or by proxy at the time the vote is taken at a general meeting and who has not abstained from voting.
6. **PROXY:** If you are unable to attend the meeting, please complete, sign, and return the enclosed proxy form. Proxies must be presented at registration prior to the commencement of the meeting. An instrument appointing a proxy shall be in writing under the hand of his appointee or attorney, the person appointed as a proxy need not be an Owner.

Distribution: On or before June 6th, 2025.

Agenda

1. **Certify proxies & establish a quorum.**
2. **Elect a chairperson, if necessary.**
3. **Record proof of notice of meeting.**
4. **Approve the Agenda.**
5. **Approval of the minutes to the AGM June 20, 2024 (as attached).**
6. **Ratify any new rules (Majority Vote) (as attached)**
7. **Reports:**
 - a. **President's Report (as attached)**
 - b. **Treasurer's Report (as attached)**
 - c. **Review of financials to March 31, 2025 (as attached).**
 - d. **Report on Insurance Coverage (as attached).**
8. **Approve the budget for the 2025/2026 fiscal year. (Majority Vote) (as attached).**
9. **New business: *The following information is applicable to resolutions #1 through #10 which propose funding through special assessment.***

Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

If a strata lot is sold after this special levy is approved, then the seller owes the strata corporation any payment due before the date the strata lot is conveyed, and the purchaser owes any payment due on or after the date the strata lot is conveyed.

Any associated or implied changes in the use or appearance of common property associated with replacing the project, pursuant to section 71 of the Strata Property Act.

The approvals herein also include any required approval of any temporary disruption in use or access to common property and/or the strata lot caused by the remediation work, and the Strata Council shall have authority to restrict access to portions of common property to permit work to complete safely and may post signage or authorize the erection of barricades for that purpose.

The Strata Council shall have authority to do anything required to give effect to the foregoing, including but not limited to: enter into any required contracts, commence the project, direct the project, issue payments and reimbursements contemplated herein, and/or direct strata management to do any of these things.

Owners may be required to grant access to their units to the contractors for the duration of some of the projects. Pursuant to section 108(4.1) and 108(4.2) of the Strata Property Act, the Strata Council is hereby authorized to assess interest on late payment of any special levy contribution at a rate of 10% per annum, compounded annually but assessed monthly.

If the amount collected by special levy exceeds the amount required, or for any other reason is not fully used for the purpose set out in this resolution, the Strata Corporation must return the money to the owners in an amount proportional to their contributions, except that if no owner is entitled to receive more than \$100.00 in total the Strata Council may deposit the excess in the Contingency Reserve Fund

a. **RESOLUTION #1 – (¾ vote) Special Levy: Approval of Resolution #2 through #9**

RATIONALE: In the interest of efficiency and clarity, the Board is proposing that Resolutions 2 through 9 be approved together under a single consolidated motion, rather than being presented and voted on individually. Grouping them together allows us to streamline the meeting process while still ensuring full transparency and accountability.

If this motion to consolidate is approved, Resolutions 2 through 9 will be considered passed collectively, and there will be no need for individual votes on each item. This approach helps maintain momentum during the meeting, avoids unnecessary repetition, and reflects the cohesive intent behind these resolutions.

We understand the importance of each item, and full details of all resolutions have been made available in advance so that every owner has the opportunity to review them. Should anyone wish to raise specific concerns before the vote on the consolidated motion, there will still be time for discussion.

We encourage your support for this practical and time-conscious approach. Thank you for your attention and participation.

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation that; to approve a special assessment due September 1, 2025, to fund resolutions #2 through #9 totaling \$417,009.19. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

b. **RESOLUTION #2- (¾ vote) Special Levy: HVAC Replacement B1, B2 & B3**

RATIONALE: The proposed replacement of the HVAC systems in Buildings 1, 2, and 3 is a critical step toward maintaining the long-term functionality, energy efficiency, and comfort of our buildings. The existing HVAC units have reached or exceeded their expected service life, resulting in more frequent and rising maintenance costs. In many cases, the systems are no longer performing reliably, leading to greater operational inefficiencies.

Upgrading to modern HVAC systems will significantly improve energy efficiency, indoor air quality, and overall system reliability. Newer systems also come with better warranties and lower long-term maintenance demands, which will help reduce ongoing costs. By undertaking the replacements in all three buildings as a unified project, we can benefit from bulk pricing and streamlined project coordination, ultimately minimizing disruption and reducing overall expenses.

To ensure the financial stability of the strata corporation and avoid placing undue strain on the Contingency Reserve Fund (CRF), this project will be funded through a special levy. This approach allows us to complete the necessary work without depleting reserve funds that are intended for other long-term or unforeseen needs. It is a balanced and responsible solution that ensures the work gets done while preserving the CRF for future priorities.

Investing in the HVAC replacement now not only addresses current deficiencies but also adds value to the property, enhances resident comfort, and helps secure the long-term health of our shared infrastructure. *(See Appendix A)*

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve a special assessment due September 1, 2025, to replace B1, B2 and B3 HVAC Systems totaling \$114,555.79. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

c. **RESOLUTION #3 – (¾ vote) Special Levy: Exterior Painting**

RATIONALE: There have been reports of paint deterioration, particularly noticeable at the south and west facing parts of Building 1 and 2, and along the west-facing side of Building 3. In these areas, the paint is visibly peeling and flaking, likely due to a combination of prolonged exposure to sun, wind, and moisture, all of which can accelerate wear and compromise the building envelope if not addressed in a timely manner. The deterioration not only affects the aesthetic appearance of the buildings but may also indicate early signs of surface degradation that could lead to more costly repairs if left unattended. The goal is to restore the protective coating and maintain the structural integrity and visual appeal of the buildings.

The scope of work and proposed cost, can be found in *Appendix B*. To ensure the financial stability of the strata corporation and avoid placing undue strain on the Contingency Reserve Fund (CRF), this project will be funded through a special levy. This approach allows us to complete the necessary work without depleting reserve funds that are intended for other long-term or unforeseen needs. It is a balanced and responsible solution that ensures the work gets done while preserving the CRF for future priorities.

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve a special assessment due September 1, 2025, to complete specific areas of exterior painting totaling \$62,766.90. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

d. **RESOLUTION #4 – (¾ vote) Special Levy: Fall 2025 and Spring 2026 Soil Care & Tree/Shrub Work**

RATIONALE: The proposed program for tree and soil care is highly recommended for certain trees and shrubs on the property. In addition to a thorough plant health care program, or the specific services recommended, Bartlett Tree Experts also recommends having a tree risk assessment qualified arborist conduct a tree risk assessment on your property periodically to assist you in identifying potential risks of tree or limb failure and the potential consequences of such tree or limb failure relating to your aging trees and shrubs. An inspection of trees or shrubs for the purpose of writing a recommendation or conducting plant health care or tree care services is not a tree risk assessment. (*See Appendix C*)

To ensure the financial stability of the strata corporation and avoid placing undue strain on the Contingency Reserve Fund (CRF), this project will be funded through a special levy. This approach allows us to complete the necessary work without depleting reserve funds that are intended for other long-term or unforeseen needs. It is a balanced and responsible solution that ensures the work gets done while preserving the CRF for future priorities.

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve a special assessment due September 1, 2025, to complete Fall 2025 and Spring 2026 soil care and tree and shrub work totaling \$9,297. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

e. **RESOLUTION #5 – (¾ vote) Special Levy: Gutter Repairs and Drainage Installation**

RATIONALE: Proper water management is a critical yet often underestimated aspect of building maintenance. The current condition of the gutters, along with the absence or misplacement of downpipes and diverters, is causing rainwater to be routed incorrectly across key roof areas. This has led to ongoing wear and tear, including accelerated degradation of roofing materials, pooling, and potential water ingress into the building envelope.

Left unaddressed, these issues can lead to significant structural damage, costly repairs, and a reduced lifespan of both the roof system and adjacent building components. Investing in timely gutter repairs and the strategic installation of downpipes and diverters will ensure water is directed safely away from vulnerable areas, reducing the risk of long-term damage.

This is not just a preventative maintenance measure—it's a cost-effective action to protect the integrity of the building, reduce future capital expenditures, and ensure compliance with best practices in facility management. Addressing these issues now will help preserve the building's value, prevent service disruptions, and extend the life of the roofing system. (*See Appendix D*)

To ensure the financial stability of the strata corporation and avoid placing undue strain on the Contingency Reserve Fund (CRF), this project will be funded through a special levy. This approach allows us to complete the necessary work without depleting reserve funds that are intended for other long-term or unforeseen needs. It is a balanced and responsible solution that ensures the work gets done while preserving the CRF for future priorities.

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve a special assessment due September 1, 2025, to repair and install gutter deficiencies totaling \$28,906.50. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

f. **RESOLUTION #6 – (¾ vote) Special Levy: Interior Carpet Replacement B1, B2 & B3**

RATIONALE: Upgrading the interior carpets in all three buildings is an investment that goes beyond improving appearances. The existing carpets have likely reached the end of their useful life, showing visible signs of wear such as discoloration, matting, fraying, and lingering odors. These issues detract from the overall appearance of the buildings and can leave a poor impression on residents, guests, and potential buyers alike.

Beyond aesthetics, old carpets can present safety and health concerns. Uneven or worn areas increase the risk of trips and falls, while older materials tend to trap dust, allergens, and bacteria, which can negatively impact air quality in enclosed areas like hallways and stairwells. Replacing the carpets with newer, more durable, and easy-to-maintain materials would directly address these concerns and improve everyday comfort for all residents.

Ultimately, investing in new carpeting shows a commitment to maintaining the quality and value of the property. It reflects positively on the community and helps protect property values, all while making the space more enjoyable and safer for everyone who lives there. (*See Appendix E*)

To ensure the financial stability of the strata corporation and avoid placing undue strain on the Contingency Reserve Fund (CRF), this project will be funded through a special levy. This approach allows us to complete the necessary work without depleting reserve funds that are intended for other long-term or unforeseen needs. It is a balanced and responsible solution that ensures the work gets done while preserving the CRF for future priorities.

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve a special assessment due September 1, 2025, to replace the carpets \$157,599. Each
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strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

g. RESOLUTION #7 – (¾ vote) Special Levy: Perimeter Fence Repairs and Painting

RATIONALE: Repairing and painting the perimeter fence is not just a matter of appearance — it's a necessary act of maintenance that falls squarely within the strata corporation's fiduciary responsibility. As a key part of the common property, the perimeter fence serves multiple essential functions: it defines property boundaries, contributes to security and privacy, and has a significant impact on curb appeal and perceived value of the community.

Over time, exposure to weather causes wood to crack, warp, and rot, while paint deteriorates and peels. These are not just cosmetic issues. A neglected fence can lead to further structural damage, increased repair costs down the road, and even potential liability if a damaged section were to collapse or injure someone. In its current condition, the fence may no longer be effectively protecting the property or projecting the image of a well-maintained community.

Under the Strata Property Act, the corporation has a legal obligation — a fiduciary duty — to repair and maintain common property. Failing to act on visible deterioration not only places the property at risk but also exposes the strata to legal and financial consequences if negligence can be shown.

Proactively repairing and repainting the fence is a clear and necessary step to preserve the asset, prevent further degradation, and uphold the value and integrity of the property. It demonstrates responsible governance, protects owners' investments, and ensures the corporation is fulfilling its duty to maintain the common property in a reasonable state of repair. (*See Appendix F*)

To ensure the financial stability of the strata corporation and avoid placing undue strain on the Contingency Reserve Fund (CRF), this project will be funded through a special levy. This approach allows us to complete the necessary work without depleting reserve funds that are intended for other long-term or unforeseen needs. It is a balanced and responsible solution that ensures the work gets done while preserving the CRF for future priorities.

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve a special assessment due September 1, 2025, to repair and maintain the perimeter fence totaling \$25,200. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

h. RESOLUTION #8 – (¾ vote) Special Levy: Employee Facility Installation

RATIONALE: As the employer of maintenance staff, the strata corporation has a legal and ethical obligation to provide adequate interior facilities—such as restrooms and break rooms—for those employees. This requirement comes from occupational health and safety regulations that apply to all workplaces, including strata corporations. Providing these facilities ensures that maintenance employees have a safe, hygienic, and comfortable environment to take breaks, eat meals, and attend to personal needs during their shifts.

These interior facilities help protect employee health and well-being, reduce workplace hazards, and support productivity. Moreover, offering suitable facilities is part of the strata corporation's fiduciary duty to manage the property responsibly and comply with workplace standards.

In short, providing accessible interior facilities for maintenance employees is both a legal requirement and a best practice that reflects the strata corporation's commitment to a safe and respectful work environment. (*See Appendix G*)

To ensure the financial stability of the strata corporation and avoid placing undue strain on the Contingency Reserve Fund (CRF), this project will be funded through a special levy. This approach allows us to complete the necessary work without depleting reserve funds that are intended for other long-term or

unforeseen needs. It is a balanced and responsible solution that ensures the work gets done while preserving the CRF for future priorities.

BE IT RESOLVED BY $\frac{3}{4}$ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve a special assessment due September 1, 2025, to install employee facilities totaling \$12,684. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

i. RESOLUTION #9– ($\frac{3}{4}$ vote) Special Levy: Fountain Replacement/Repair

RATIONALE: The fountain area has historically been a stunning focal point of the community and needs to be resurrected in some way. The Board proposes that owners approve a CRF allocation of \$6,000 to cover the cost of either repairing or replacing the fountain, whichever option proves to be more economical after obtaining detailed pricing from qualified contractors. This approach allows us to move forward promptly by addressing the fountain's condition in a financially responsible way, ensuring the feature is restored or renewed without unnecessary expense.

Once the quotes are gathered and reviewed, the strata will proceed with the option that provides the best value while maintaining the aesthetic and functional quality of the fountain.

We appreciate your support in approving this budget to maintain the property's appeal and value.

To ensure the financial stability of the strata corporation and avoid placing undue strain on the Contingency Reserve Fund (CRF), this project will be funded through a special levy. This approach allows us to complete the necessary work without depleting reserve funds that are intended for other long-term or unforeseen needs. It is a balanced and responsible solution that ensures the work gets done while preserving the CRF for future priorities.

BE IT RESOLVED BY $\frac{3}{4}$ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve a special assessment due September 1, 2025, for the replacement or repair of the fountain totaling \$6,000. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

j. RESOLUTION #10– ($\frac{3}{4}$ vote) Special Levy: Park Upgrades

RATIONALE: The recent organization of the park committee has provided the following proposal to the Board to present to the owners for approval. In response, to the needed update to the dog park, the committee conducted extensive research, gathered quotes, explored solutions, and engaged in discussions with interested parties.

Below is a summary of the issues, proposed solutions, and next steps:

Key Safety and Maintenance Issues

- Hazardous Terrain:

The park is located on a slope with uneven surfaces caused by exposed boulders and misaligned patio stones. These are hazardous year-round and become especially treacherous in snow and wet conditions.

- Inappropriate Landscaping:

The current shrubs (including roses and hydrangeas) are unsuitable and are being destroyed by dog activity. The park's high usage has also killed most grass, resulting in weed overgrowth in warm months and muddy, unsafe terrain in cold weather once the weeds have died off.

- Insufficient Fencing:

The existing fence is under 2 feet in some areas, frequently breached by dogs, and is deteriorating structurally.

- Additional Concerns:

Low-hanging tree branches over the boulders make navigation to pick up after the dogs extremely difficult and dangerous.

Golf ball netting at the upper end of the park is brittle and failing.

Patio stones and gazebo area need reconfiguration for accessibility and safety.

Proposed Solutions and Recommendations

1. Fence Replacement

Recommend a 4 ft black-coated chain link fence (durable, aesthetically neutral, standard for dog parks and in use around the golf course).

Cost difference between 3 ft and 4 ft fencing is minimal (~\$40).

2. Rock, Boulder and Patio Stone Removal

Reuse rocks and patio stones elsewhere around Aria (e.g., exposed landscaping fabric and around gazebo).

3. Shrub and Tree Maintenance

Remove remaining shrubs (2 hydrangeas, 2 roses) and relocate them.

Prune trees to allow safe access beneath (~6 ft clearance).

Surface Grading and New Ground Cover

Remove existing turf/weeds.

Grade land for improved safety and usability.

Landscape fabric topped with crushed gravel (not sharp crushed rock or shifting pea gravel) for a safe, low-maintenance surface.

5. Retaining Wall (Optional)

Elevating the current small retaining wall (~30") would allow for a flatter park surface, increased safety and more stability for the gravel surface.

6. Perimeter Treatment

Use large rocks around the fence interior to contain gravel (esp necessary if no retaining wall).

Gravel outside the gate entrance to prevent grass death due to dog urination.

Alternate option: extend the fence directly to the pavement to eliminate grass/gravel border.

7. Infrastructure Considerations

Remove the old fence.

Identify and protect irrigation and water lines during excavation.

The aging golf ball netting requires attention

Proposal to cut off the steepest section of the park (near the bottom corner) and end it at the small retaining wall above the gazebo.

This redesign retains similar usable space (once rocks are removed), omits the most dangerous slope, and reopens the gazebo to the whole Aria community—an ideal location for gatherings and offering one of the best views on the property.

Patio stones can be reused to create a larger and safe, level seating area around the gazebo that is accessible to everyone.

Importance of the Dog Park

The dog park is a vital feature of Aria. Many residents chose to live here because of it. Similar amenities are now common in newer developments (e.g., the three apartment buildings at the roundabout have two parks). Thank you for your consideration. (*See Appendix H*)

To ensure the financial stability of the strata corporation and avoid placing undue strain on the Contingency Reserve Fund (CRF), this project will be funded through a special levy. This approach allows us to complete the necessary work without depleting reserve funds that are intended for other long-term or unforeseen needs. It is a balanced and responsible solution that ensures the work gets done while preserving the CRF for future priorities.

BE IT RESOLVED BY $\frac{3}{4}$ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation that; approve a special assessment due September 1, 2025, to fund the dog park project as outlined in Appendix I totaling \$17,700. Each strata lot's share of the special levy is calculated based on

the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

k. **RESOLUTION #11- (¾ vote) Special Levy: Mulch Application**

RATIONALE: Revitalizing the mulch will protect the landscape investment and improve the overall health and appearance of the property. A recent site walk revealed that all garden beds are lacking sufficient soil and mulch. Additionally, many irrigation lines are currently exposed at the surface, highlighting the need for immediate mulching to restore proper coverage and protection. Based on the above, a 2–4" layer of OgoGrow mulch will be supplied and installed throughout the property, with care taken to keep it clear of the root collars of the plants. Mulching will help improve soil moisture, enhance water retention, and protect plants from mechanical damage. *(See Appendix I)*

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve spending \$10,347.75 from the contingency reserve fund for the purpose of mulch application throughout the property.

l. **RESOLUTION #12 – (¾ vote) CRF Expense: Pacific Western Quotes 5 Year Sprinkler Inspection & Extinguishers Due for Servicing B1, B2 & B3**

RATIONALE: To ensure the continued safety of building occupants and the integrity of our property, it is critical that Aria proceed with the **mandated 5-year sprinkler system inspection and service all fire extinguishers**, which are currently due.

1. Regulatory Compliance

National Fire Protection Association (NFPA) standards, specifically **NFPA 25**, require a comprehensive 5-year internal inspection of fire sprinkler systems. Local fire codes and insurance providers also typically mandate routine maintenance. Failure to comply can result in:

- Fines and penalties from local authorities
- Insurance claims being denied in the event of a fire
- Legal liability in the case of injury or property damage due to non-functioning systems

2. Risk Mitigation & Life Safety

Fire suppression systems are your first line of defense in an emergency. Without proper maintenance:

- Sprinklers may be blocked, corroded, or otherwise impaired
- Fire extinguishers may have lost pressure or be unfit for use
- Emergency response may be delayed or ineffective, increasing the risk of injury, death, and property loss

Regular inspections help ensure these systems perform as intended when every second counts.

3. Insurance & Liability

Up-to-date fire protection systems are often a requirement for maintaining favorable insurance rates. A lapse in required inspections could:

- Increase premiums or cancel coverage
- Open the door to personal or organizational liability in the event of a fire

4. Asset Protection

Protecting the structure, contents, and operational continuity of the building is vital. A functioning sprinkler system and readily available fire extinguishers can significantly reduce fire damage and downtime, protecting both property and business operations.

5. Due Status Is a Risk Exposure

The fact that the fire extinguishers are due — and the 5-year sprinkler inspection is mandated — means the clock is already ticking on risk. Proactively addressing this now avoids the cost and consequences of inaction.

Completing these inspections and services is not only a legal and insurance requirement — it's a means of protecting people, property, and our long-term interests. *(See Appendix J)*

BE IT RESOLVED BY $\frac{3}{4}$ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve spending \$8,524.83 from the contingency reserve fund for the purpose of 5 yr sprinkler inspection and fire extinguisher servicing in all buildings.

m. RESOLUTION #13 – ($\frac{3}{4}$ vote) CRF Expense: Drain Cleaning & Jetting B1, B2 & B3

RATIONALE: The last flush was completed in 2022 and is now due again this year.

Prevents Blockages – Flushing removes built-up sediment, grease, and debris, preventing costly clogs or backups.

Improves Water Quality – Over time, mineral deposits and rust can contaminate your water. Flushing keeps your supply clean and safe.

Extends Plumbing Life – Regular flushing reduces pipe wear and corrosion, saving you money in long-term repairs.

Reduce Costs: Regular flushing saves both individual owners and Aria costly repairs.

Regulatory Compliance – For commercial buildings, regular flushing is part of the owner's fiduciary duty to repair and maintain the corporation. *(See Appendix K)*

BE IT RESOLVED BY $\frac{3}{4}$ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve spending \$29,820 from the contingency reserve fund to hydro jet all parkade plumbing and auger and or hydro jet down building stacks from top floor kitchens for all three buildings.

n. RESOLUTION #14 – ($\frac{3}{4}$ vote) CRF Expense: Installation of Obsolete Fire Panels in B1 & B2

RATIONALE: The fire alarm panels in Building One and Building Two are critical components of the life safety systems that protect both occupants and property. These panels are currently outdated, and replacement parts are no longer available through the manufacturer or secondary suppliers. This presents a significant operational and safety risk. Should either panel fail, the buildings would be left without a functioning fire detection and alarm system—a situation that would immediately require the implementation of continuous, 24/7 on-site security monitoring to maintain compliance with fire safety regulations.

The financial burden of deploying round-the-clock security personnel for an extended period far exceeds the one-time investment required to proactively replace the panels. Moreover, the absence of guaranteed replacement parts means any failure could result in prolonged downtime, increasing both risk exposure and operational disruption.

Proactively replacing the fire panels now ensures continuity of safety, avoids costly emergency measures, and demonstrates a commitment to maintaining code-compliant and responsibly managed facilities. *(See Appendix L)*

BE IT RESOLVED BY $\frac{3}{4}$ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve spending \$36,817.68 from the contingency reserve fund to replace B1 and B2 Fire Panels.

o. **RESOLUTION #15 – (¾ vote) CRF Expense: Dryer Vent Cleaning Exterior Clean**

RATIONALE: Exterior dryer vent cleaning should be completed to ensure the safe and efficient operation of the building’s dryer systems. Over time, lint and debris can accumulate in the external portions of the vents, restricting airflow and increasing the risk of fire hazards. Regular professional cleaning of the exterior vents helps prevent blockages that can lead to overheating, reduced dryer efficiency, and potential safety issues affecting the entire building.

It is important to note that while the strata is responsible for maintaining the common exterior vent components, individual owners remain responsible for cleaning and maintaining the interior portions of their dryer vents within their units. This division of responsibility ensures that both the internal and external parts of the ventilation system are properly cared for, promoting overall safety and performance. Owners who wish to have interior cleaning done by modern purair will be provided a sign-up sheet to independently have their interior service completed if they choose. *(See Appendix M)*

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve spending \$10,100 from the contingency reserve fund to complete exterior dryer vent cleaning at all three buildings.

p. **RESOLUTION #16 – (¾ vote) CRF Expense: Elevator Pins**

RATIONALE: TKE identified that 14 pins are missing from B2 and B3 elevators and must be replaced. These allow the pads to be hung to protect the elevator during move in and out. At the same time, they will tighten elevator handrails. Replacing the elevator pins and tightening the handrails is not just a recommended maintenance task, it falls under the strata corporation’s fiduciary duty to maintain and repair common property in a timely and responsible manner. *(See Appendix N)*

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve spending \$3,079.65 from the contingency reserve fund to replace missing pad pins and tighten elevator rails in B2 & B3 Elevators.

q. **RESOLUTION #17 – (¾ vote) CRF Expense: Aria/Two Eagles Sign**

RATIONALE: The Aria/ Two Eagles sign on the premises has been damaged, due to a vehicle impact, although the individual responsible has not been identified. The sign plays an important role in providing direction, information, or safety guidance and must be replaced to maintain the property's appearance and functionality. A preliminary cost has been proposed, with the potential to split the expense with Two Eagles, as the sign may serve both properties. However, before proceeding, the strata would like to gather additional quotes to ensure the most cost-effective solution is chosen. Any additional funds will be used for any additional pillar repairs if necessary. *(See Appendix P)*

It was determined that submitting a claim through the strata’s insurance was not reasonable in this case, due to the relatively low cost of replacement verses the cost of the deductible.

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation; approve spending \$9397.50 from the contingency reserve fund to repair the Aria/ Two Eagles sign. Any remaining funds may be used for any additional pillar repairs, if necessary, otherwise the funds will remain in the CRF for another purpose.

10. Election of Board Members/nominations from the floor.

The following owners have put their name forward for election

Karen Luniw

Joanne Kurtzke

Susan Jones

Note: Nominations will be taken from the floor during the meeting.

The Board can have up to **seven members**, and with the size and complexity of our community, it is essential that we fill as many of those positions as possible to ensure fair representation and effective management.

Serving on the council is a great opportunity to have a direct impact on how the property is maintained, how funds are managed, and how decisions are made. It's also a chance to collaborate with your neighbors, bring fresh perspectives to the table, and help shape the future of our community.

We understand that everyone has busy lives, but even a small commitment of time and energy can make a significant difference. With a full and engaged council, responsibilities can be shared more evenly, and decisions can be made more efficiently and inclusively. Please reach out to the strata manager if you would like your name put forward for election.

11. Termination of the meeting.



ARIA Apartment Homeowners Corporation
ANNUAL GENERAL MEETING

Minutes

West Kelowna Yacht Club

|June 20, 2024, at 6:00pm

1. **Certify proxies & establish a quorum:** The proxies were verified. There were 45 owners present, 30 in person, 15 by proxy which constituted a quorum the meeting was declared valid. The meeting was called to order at 6:14pm.
2. **Elect a chairperson, if necessary:** Board member Joanne Kurtzke chaired the meeting.
3. **Record proof of notice of meeting:** Strata manager Judith Gregson presented the proof of notice sent on May 30, 2024.
4. **Approve the Agenda:** Motion made to approve the agenda as presented. Seconded and upon vote, **carried by a clear majority.**
5. **Approval of the minutes to the AGM May 25, 2023:** Motion made to approve the AGM Minutes to May 25, 2023. Seconded and upon vote, **carried by a clear majority.**
6. **Ratify any new rules:** There were no new rules at the time of the meeting.
7. **Reports:**

a. Board of Directors Report:

The past 12 months have been a busy time for your board. 5 volunteers took on the large job of overseeing a 3 building, 176-unit complex. Your board consisted of Karen Hobson, Ray Porter, Joanne Kurtzke, Lothar Hartl and Gail James.

The board would like to thank Judith Gregson of Coldwell Banker for her assistance and direction in the management of our Homeowners Corporation. Although we are not a registered strata we operate on strata guidelines, and Judith, a licensed Strata Manager, has been of great assistance to your Board.

The board would like to recognize the work accomplished by Sebastien Fortin our maintenance supervisor. He works diligently keeping our buildings clean and well maintained.

The Board would like to thank John Hobson for all his assistance. John was instrumental in the organization and set up of the new security system. His research in choosing the best contractor for Aria was invaluable. He has also streamlined the process for enterphone updates, parking passes and move in and outs.

Along with Day-to-Day operations, the Board has had many accomplishments to maintain our property:

- Gutters cleaned.
- Security upgrade completed except for 2 security cameras and UPS which we hope to do asap
- Multiple repairs of HVAC equipment
- Seeking quotes for replacement of HVAC system as it is close to end-of-life expectancy
- Maintaining Roof integrity after multiple windstorms.
- Removal of trees and shrubs killed last winter – still more to be assessed.
- Installed 2 French Drains in Bldg. 3 to prevent excess water drainage from slopes along roadway.
- Employed Sasha to work 4 hours per day on weekends to cover snow removal and janitorial tasks in winter months.
- Preferred contractors given maintenance contracts negotiated for preventative maintenance and to increase longevity of:
 - Hot Water Boilers
 - Overhead Doors - Garages
 - HVAC equipment
 - Elevators - Long term contracts
 - Landscaping Contractor

Your Board has also been working towards ensuring that all residents abide by the bylaws of the Corporation and action will be taken against those residents not abiding by the current bylaws.

Looking into the future, we have lots of work to do.

We hope to have approval to complete our security access system.

We need to replace a large number of smoke alarms as they have now reached their expiration date as advised at the last annual fire inspection.

We need to have an analysis done on our current HVAC system as the design is unconventional and, as it ages, is costing us a substantial amount of money in maintenance. We have been advised that it is close to end-of-life status. We are hoping to find a better long-term solution.

Installation of roof gutter funnels in Bldg. 3.

We would like to thank all the residents and owners who attended tonight and those who sent in their proxies for taking the time to be involved.

Aria Apartments Homeowners Corporation

Board of Directors

- b. Review of financials to March 31, 2024:** A copy of the year end financials was included with the AGM Notice.
- c. Report on Insurance Coverage:** A copy of the building's insurance coverage was included with the AGM Notice.

8. Approve the budget for the fiscal year of 2024 - 2025.

Motion made to approve the budget for the fiscal year 2024- 2025 as presented. Seconded and upon vote, **carried by a clear majority.**

9. New business:

a. RESOLUTION #1 – ¾ vote Contingency Reserve Fund Expenditure.

RATIONALE: The Board of Directors during the meeting of May 24, 2024, made the decision to transfer \$20K of accumulated funds in the operating account to the CRF. The following resolution proposes to fund the projects as listed in items 1- 5 below with the transferred amount of \$20K. For items 1 &2, these installations have been completed, however, upon review it was felt that the cost of the installations should not have been a budget expense but rather a CRF expense as the installations are a capital expenditure and should be recorded as a CRF expense. Item 3 has yet to be completed, once completed with the exception of digital recording devices for 3533 & 3521 Carrington the security upgrade for Aria will be completed.

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation that; up to \$20,000 be withdrawn from the CRF (Contingency Reserve Fund) to fund the following projects. It is understood any funds not used will remain in the Contingency Reserve Fund (CRF).

- 1. Installation of 3 UPS \$1,134 + GST, 3545, 3533 & 3521 Carrington.** The newly installed security system for Enter phone and FOBs requires a clean power supply. In West Kelowna, the power supply is known to be an issue. The UPS was recommended by the vendor to provide a clean source of power. Each controller is battery backed up in the event of a total outage, but these batteries do not condition the power as does a UPS.
- 2. Installation of PoE switch \$352 + GST, 3545 Carrington.** Aria condos have a set of cameras located on a pole next to the fountain. These cameras cover most of the building frontages for 3533 and 3521 Carrington. These cameras are connected by wireless equipment to the recorder at 3545 Carrington. To facilitate the transfer of the video, a switch is required at both ends. The switch installed in 3545 has an antenna to receive the signals and send the video to the recorder. The pole switch has been subject to extreme heat and cold and thus began to fail. It is necessary to replace both ends as a matching pair.
- 3. Installation of 2 dual lens cameras \$3,570 + GST, 3533 & 3521 Carrington.** The Board is recommending a similar camera to that installed in 3545 Carrington lobby to provide a wider view of the lobby activity in the other buildings. As the dual lens camera is digital and that a new digital recorder is expensive, the recommended approach is to have these two lobby cameras connected to the digital recorder in 3545 Carrington.
- 4. Installation of funnels \$6,297.50 + GST, 3521 Carrington.** Funnels have been installed in 3545 & 3533 Carrington and have proved to regulate the flow of water into the downspouts eliminating the buildup of rainwater in the gutters which finds it way behind the gutters affecting the integrity of the fascia board and soffits and in many instances overflows onto decks as reported by multiple residents. During the winter months the funnels will assist in the same manner by regulating the flow of water into the downspouts during a period of thaw then freeze by preventing a buildup of water in the gutters. The installation of the funnels 3521 Carrington will complete the overall installation for Aria.
- 5. Repairs to stucco \$4,520 + GST** either side of ramp between 3545 & 3533 Carrington.

Motion made to approve Resolution #1 as presented. Seconded and upon vote, **45 in favor, 0 opposed, 0 abstentions, carried.**

- b. RESOLUTION #2 – ¾ vote Contingency Reserve Fund Expenditure. Installation of expired in-unit smoke alarms.**

BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation that; \$7,151.03 + GST be withdrawn from the CRF (Contingency Reserve Fund) to replace approximately 93 in-unit smoke alarms for 3545, 3533 and 3521 Carrington. It is understood any funds not used will remain in the Contingency Reserve Fund (CRF).

Motion made to approve Resolution #2 as presented. Seconded and upon vote, **45 in favor, 0 opposed, 0 abstentions, carried.**

10. Election of Board Members/nominations from the floor.

The owners present thanked the outgoing Board of Directors for their service for the fiscal year of 2023/24. The strata manager extended thanks for the long serving time on the Board of Directors by Karen Hobson 3 years & Gail James 6 years.

Prior to the commencement of the AGM there was a request for the election of the Board of Directors by secret ballot. This request was rescinded prior to proceeding to nominations to the Board.

The following retiring board member put their names forward for re-election to the board.

Joanne Kurtzke
Ray Porter.

Nominations from the floor:

Karen Luniw Lot 121	Self nomination
Linda Da Costa Lot 19	Self nomination

Motion made to cease nominations from the floor. Seconded and upon vote, **carried by a clear majority.**

Motion made to appoint Joanne Kurtzke, Ray Porter, Karen Luniw & Linda DaCosta as the Board of Directors for the fiscal year of 2024/25. Seconded and upon vote, **carried by a clear majority.**

- 11. Terminate the meeting:** The meeting was terminated at 7:10pm.

ARIA Apartment Homeowners Corporation

“HOUSE RULES”

1. An owner, tenant, occupant, or visitor must not at any time in written correspondence, over the phone or in person in a strata lot, common property or limited common property:
 - a. Engage in bullying, intimidation, unreasonable and/or aggressive conduct against another person or group of persons.
 - b. Obstruct, stall, or otherwise interfere with any person providing a work or services on behalf of the Strata Corporation including but not limited to, an employee, manager, caretaker, landscaper, contractor, service worker, volunteer, or board member.
 - c. Use foul language in service of a) or b).

President's Report – Aria Homeowner's Corporation

Presented for the Annual General Meeting – June 26, 2025

Dear Owners,

Thank you for the opportunity to present this year's President's Report. This document summarizes the activities, challenges, and progress of the past year and offers a look ahead at our goals for the future. It has been a year of hard work for our small, dedicated Board as we tackled staffing, maintenance, and security issues, addressed community concerns, and laid the foundation for a stronger, more unified community.

First, I would like to extend my heartfelt thanks to the members of the strata council: Vice-President Joanne Kurtzke, Treasurer Linda DaCosta, and, for a short time, Member-at-Large Ray Porter. I also want to recognize the property management team, Judith Gregson and Tennille Jackson, for their guidance and dedication. Volunteering on a council is not an easy task, and this team has navigated a challenging year with professionalism and determination.

Highlights of the Year

Despite the challenges, we have made significant progress in several areas. Below are some of the key achievements:

Building Maintenance and Improvements

- **Stairwell Repairs:** Repaired and painted the B2 and B3 stairwells to address significant damage caused by move-ins and move-outs.
- **Building Envelope Leak:** Successfully repaired a persistent (3-year) leak on the east side of B3.
- **Lighting Upgrades:**
 - Installed seven LED light standards, taking advantage of a BC Hydro rebate to offset costs.
 - Sourced affordable LED fixtures for all stairwells and hallway light replacements, reducing costs by 87% compared to original estimates.
 - Scheduled the installation of new lights to replace broken fixtures in B2.
- **Deep Cleaning:** Contract cleaners performed thorough cleaning in all areas of the buildings, including areas that had not been properly cleaned in years.

Grounds Maintenance and Compliance Projects

- Conducted research and planning for critical projects, including:
 - Replacement of the HVAC system.
 - Exterior painting of the buildings.
 - Tree, shrub, and soil work, as well as irrigation system improvements.
 - Gutter and drainage repairs.
 - Fountain maintenance

- Toilet installation (as required by law).
- Negotiating with Two Eagles to share the cost of repairing the damaged Aria/Two Eagles sign.

Financial Stewardship

- **Year-End Surplus:** Ended the year with a \$39k surplus due to cautious spending, particularly in anticipation of aging equipment failures.
- **NO Increase in Strata Fees:** Due to our surplus, we were able to keep our Strata fees at last year's rates.
- **Insurance Savings:** Negotiated a reduction in the 2024/25 insurance premium.
- **Energy Efficiency:** The installation of LED lights is expected to significantly reduce electricity costs, bulb replacements, and maintenance. These fixtures have a 10-year lifespan, which will positively impact operational costs.
- **Budget Transparency:** Created new budget categories to improve clarity:
 - **Staffing Costs:** To provide owners with a clearer understanding of operating expenses.
 - **Tree & Shrub Replacement Fund:** A dedicated budget for replacing dead foliage and enhancing the grounds.

Security Improvements

- Locked garbage bin areas during nights and weekends to deter vandalism, theft, and nuisance behavior.
- Working with our contractor to ensure all security cameras are operational, addressing playback issues to better identify theft, building damage, and illegal dumping.
- Introduced a new volunteer Parking Ambassador program to reduce abuse of visitor parking.
- Implemented a warning system for prohibited items in parking stalls to maintain compliance with fire safety regulations. Currently requires volunteer help.

Community Engagement

- Held Aria's first-ever **Town Hall**, which was well-received by owners. The goal is to continue these events to improve transparency and encourage participation.
 - Launched a call for committee members. While participation started slowly, the Park Committee has since proposed ideas for park enhancements, including a resolution in this year's package.
-

Challenges and Opportunities

Community Divisiveness

Unfortunately, we have experienced divisive behavior from a small group of individuals who prioritized personal grievances and vendettas over the collective good. These actions have created unnecessary tension, discouraged participation, and undermined the progress we've

worked hard to achieve. Board members on this year's Board and on past Boards have been targeted and spoken ill of publicly.

Let me be clear: this type of behavior is unacceptable. Strata living requires collaboration, respect, and a shared commitment to the well-being of the community. The council has remained focused on accountability and transparency, and we expect the same from every owner moving forward. Volunteers are vital to this community, none of us get paid. I think I can speak for the Board that the bottom line for each of us has been to do Aria's work and to maintain and enhance the property value for all owners.

Lack of Participation

Another ongoing challenge is the lack of owner involvement. While many owners are quick to raise complaints, fewer step forward to contribute solutions or volunteer their time. This places an unfair burden on the council and property managers, who already dedicate countless hours to maintaining the property.

Strata living is a shared responsibility. Your participation—whether by volunteering your time, joining a committee, or offering constructive ideas—can make a significant difference.

Looking Ahead

This upcoming year will be pivotal for Aria as we address overdue repairs and continue to build a stronger, more engaged community.

Proposed Levy

The AGM package includes 17 resolutions, many of which require funding through a modest levy. These projects, which include essential repairs and maintenance, cannot be delayed without incurring greater costs or risking the safety and value of our property.

Let me emphasize: this levy is not a burden but an investment in the long-term health and value of our homes. The council has worked hard to minimize the financial impact, and we ask for your support to move forward with these critical projects.

Future Priorities

1. Increase transparency and communication through Town Halls and other forums.
 2. Build the contingency reserve fund to prepare for future capital expenses.
 3. Foster a stronger, more unified community by encouraging engagement and collaboration.
 4. Create an operations manual for Aria to ensure consistency and efficiency in property management.
-

Acknowledgments

I want to extend my deepest gratitude to:

- **Judith Gregson** for her guidance and vast experience, without which I couldn't have completed my role as President. And Tennille Jackson for stepping up for Aria into some big shoes.
- **The council members** for their time, energy, expertise and dedication to improving our community.
- **Volunteers** (paid and unpaid) who have stepped up to help with various initiatives.

However, I ask all owners to reflect on how they can contribute. Strata living works best when everyone is invested in the success of the community. Whether it's volunteering for a small task, joining the council, or simply fostering a positive atmosphere, every contribution matters.

Conclusion

As we look to the future, I am confident that we can overcome the challenges we've faced and continue to build a harmonious, thriving community. This requires all of us to work together, set aside personal grievances, and focus on the greater good.

The council will continue to act with integrity, transparency, and accountability. We invite every owner to join us in making Aria a place we all love to live.

Thank you for your trust, support, and engagement.

Sincerely,

Karen Luniw

President, Aria Board of Directors

Vice Presidents' Report From: Joanne Gallagher Kurtzke, A.S.B.A, B.S.B.A, M.S.B.A

In the past year I have held the role of Vice President for our Aria Home Owners Association. This is my second year on the Strata Board. Collectively, in the six years we have owned in Aria, my family has completed 3 terms (years), of Board Management. **It is time for others, qualified to join our board please.** For those who are concerned about attending meetings, we hold them monthly and these can be joined via Zoom. For those who wish to offer their services in another manner I urge you to join a committee.

As a highly trained and experienced executive, holding three science-based business degrees in General Management, from renowned universities, I have sat on several boards throughout my career. I am often approached to join others. These boards have represented both for profit and not for profit organizations, nationally and internationally. Most are Multimillion-dollar companies. As an operations specialist, I am often contacted by companies, either directly or through professional executive search firms, to assist these companies with their various organizational concerns. I also have worked now since 2009, as a contract Professor in Okanagan College, Douglas College and a few independent smaller colleges teaching business leaders how to run organizations.

- I came onto the board to learn and watch in 2023-2024, due to the lack of people volunteering to work on our board. Under the good counsel of Gail James, who held the Presidents' position for 5 years, I learned quite a bit about how the Aria Board is working and is not working.
- I work tirelessly with the current board, as a Board Member in good standing, (and the last one 2023-2024), to assess and negotiate contracts and quotes on several long outstanding projects necessary and legally required of us to do so, as per the Strata Act, that states we are required 'to repair and maintain' the Aria, as per our duties to do so. This is ALL OF OURS, contractually required as our fiduciary (legal) responsibilities, when we purchase in the Aria as governed by The Strata Act and our Westbank First Nations Land Lease.

"In BC, the Strata Act mandates fiduciary duties on strata council members, requiring them to act in the best interests of the strata corporation with honesty, good faith, and reasonable care and diligence. This duty ensures that decisions benefit the entire community, not individuals or specific groups. They also have responsibilities in enforcing bylaws, managing finances, and maintaining common property".

"In BC, the Strata Property Act outlines the legal framework for strata corporations, and the fiduciary responsibilities are primarily held by strata council members and strata property managers. Owners and tenants also have responsibilities to follow bylaws, rules, and the Act, while strata council members are obligated to act in the best interests of the corporation. "<https://www2.gov.bc.ca/gov/content/housing-tenancy/strata-housing/legislation-and-changes/strata-legislation>

3. During this two-year tenure, I have witnessed and encountered unreasonable challenges from a few owners, very few, but very vocal, who have continually demonstrative in positive and not so positive ways, **their private wishes**; not to have the management of Aria executed by a Licenced Strata manager. Not to maintain and repair as per the act the Common Areas of the Aria. In all cases I have strongly disagreed.

The Aria represents the homes of 176 Units. With each unit requiring the investment of peoples' hard-earned money to purchase here as well as the Strata Fees and Land Leases. As you go through the resolutions presented to your in the AGM, please refresh/review your legal responsibility as per the Strata Act to vote in the best interest of The Aria, as is your legal responsibility to do so. **The Aria is a beautiful place to live. We have a great community and many people would be unaware of the above information and legal responsibility. It is my hope that we continue to work together side by side as a community working within our legal responsibilities to maintain and repair the Aria for all our current owners and their tenants and those to come. JGK**

Treasurer's Report - Aria Home Owners Corporation

Good evening everyone.

I am pleased to present the Treasurer's Report for the year ending March 31, 2025.

I will summarize our financial position, highlight key changes from last year and outline our outlook for the coming period.

At the start of the year, our opening balance was \$353,560.06. Over the year we received total income of \$818,204.31, which included maintenance fees, move in/move out fees, Keys/Fobs income and Parking/Storage income.

Our total expenses amounted to \$787,460.07, covering Utilities, Insurance, Security, Administration, Interior & Exterior Maintenance.

Notably, our income increased by \$46,515 compared to last year [negative \$15,771], mainly due to increased maintenance fees and strict fiscal management.

Expenses also reduced by \$1,151.

We maintained a healthy cash position and were able to fund all planned and unplanned expenses, including a new Maintenance Manager and new Janitorial services.

Despite a number of unexpected expenses we were able to stay well within the overall budget as set out by the previous board with a surplus in excess of \$39,000.

Given the excessive unplanned expenditures for the HVAC system this year, and, the HVAC system essentially reaching the end of its economic life, we thought it prudent to manage spending in the event of any further HVAC required repairs.

We would also like to bring your attention to the addition of the new expense category that was added for Shrub/Tree Replacement . This will provide more flexibility to future Boards for replacing dead/damaged shrubbery so as to keep Aria grounds looking their best.

Looking ahead, we anticipate a number of major expenses as will be outlined in more detail via resolution.

We are confident that the future Board will remain committed to careful financial management to ensure sustainability.

Linda DaCosta
Treasurer - Aria Board of Directors



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MONTHLY FINANCIAL PACKAGE

FOR

aria - Aria [3]

FOR THE MONTH OF:

March, 2025

ENCLOSURES:

1. Balance Sheet
2. Cashflow Statement
3. Budget Comparison Cashflow
4. Aged Receivables Report
5. AP Aging Report
6. Journal Register
7. Current Month's Bank Reconciliation for the Operating Account
8. Current Month's Bank Reconciliation for the Contingency Reserve Fund Account
9. Current Month's Bank Reconciliation for the Special Levy Account(s), if applicable

PREPARED BY:

APPROVED BY:

Tennille Jackson

dotloop verified
04/28/25 3:04 PM PDT
4HRB-FANZ-JNXV-DQIB

NOTES:

Balance Sheet

Period = Mar 2025

Book = Accrual

Current Balance

1000-0000		ASSETS	
1001-0000	CURRENT ASSETS		
1010-1000	Petty Cash		500.00
1020-1000	General Bank Account		64,620.34
1025-1000	Special Levy Bank Account		0.30
1035-1000	Contingency Reserve Fund		369,033.81
1105-0000	Fees Receivable		2,959.73
1200-0000	Prepaid Insurance		<u>83,411.48</u>
1299-0000	TOTAL CURRENT ASSETS		<u>520,525.66</u>
1899-0000	TOTAL ASSETS		520,525.66
2000-0000		LIABILITIES & EQUITY	
2001-0000	CURRENT LIABILITES		
2005-0000	Accounts Payable		25,686.30
2005-0035	A/P Chubb Fire & Security		2,091.52
2022-0002	Insurance Loan Due to CRF		<u>90,994.39</u>
2199-0000	TOTAL CURRENT LIABILITIES		118,772.21
2200-0000	CONTINGENCY RESERVE		
2350-0000	Contingency Reserve Opening Balance		385,541.84
2350-0011	Insurance Loan from Contingency		-90,994.39
2351-0000	Contingency Reserve - Interest Earned		11,168.85
2351-0001	Contingency Reserve YTD Appropriations		83,331.00
2351-0002	Contingency Fund Expenditures		-39,954.08
2351-0012	CRF YTD Transfers : Oper. Acct. Excess / Deficit		<u>20,000.00</u>
2351-0099	TOTAL CONTINGENCY RESERVE		369,093.22
2500-0000	SHAREHOLDERS EQUITY		
2600-0000	Retained Earnings		13,809.67
2600-0001	Retained Earnings Adjustments		38,850.56
2601-0000	Transfer From Surplus		<u>-20,000.00</u>
2699-0000	TOTAL SHAREHOLDERS EQUITY		<u>32,660.23</u>
2900-0000	TOTAL LIABILITIES & EQUITY		520,525.66

Cash Flow Statement

Period = Mar 2025

Book = Accrual

		Period to Date	%	Year to Date	%
3000-0000	REVENUE				
3011-0000	Monthly Maintenance Fees	67,217.17	98.37	806,606.05	98.58
3016-0000	Move In/Out Fees	650.00	0.95	6,575.00	0.80
3025-0001	Keys/Fobs Income	160.00	0.23	1,323.26	0.16
3040-0000	Parking/Storage Income	305.00	0.45	3,700.00	0.45
3500-0000	TOTAL REVENUE	68,332.17	100.00	818,204.31	100.00
4000-0000	EXPENSES				
4010-0000	UTILITIES				
4011-0000	Water	0.00	0.00	51,090.58	6.24
4012-0000	Sewer	0.00	0.00	46,162.85	5.64
4013-0000	Garbage	1,683.71	2.46	27,481.21	3.36
4014-0000	Electricity	5,300.01	7.76	34,172.63	4.18
4016-0000	Natural Gas	4,354.36	6.37	41,183.48	5.03
4018-0000	Telephone	4,127.02	6.04	9,271.47	1.13
4019-9999	TOTAL UTILITIES	15,465.10	22.63	209,362.22	25.59
4020-0000	INSURANCE				
4021-0000	Insurance	13,901.92	20.34	174,554.01	21.33
4024-9999	TOTAL INSURANCE	13,901.92	20.34	174,554.01	21.33
4030-0000	SECURITY/SAFETY				
4032-0000	Fire Alarm	1,380.77	2.02	15,558.83	1.90
4032-0005	Security Alarm	1,593.90	2.33	3,946.43	0.48
4032-0006	Security Alarm Monitoring	0.00	0.00	2,418.40	0.30
4033-0000	Enterphone	0.00	0.00	421.13	0.05
4039-9999	TOTAL SECURITY	2,974.67	4.35	22,344.79	2.73
4040-0000	ADMINISTRATION				
4041-0000	Management Fees	3,611.66	5.29	41,594.30	5.08
4042-0000	Legal & Accounting	757.01	1.11	2,275.35	0.28
4043-0000	Bank Charges	25.00	0.04	200.00	0.02
4044-0000	Uncollectable Debt	0.00	0.00	0.48	0.00

Cash Flow Statement

Period = Mar 2025

Book = Accrual

		Period to Date	%	Year to Date	%
4045-0000	Salaries	6,848.11	10.02	74,981.71	9.16
4046-0000	Office Expenses	151.13	0.22	1,977.32	0.24
4046-0050	NSF Administration Fee	0.00	0.00	-5.00	0.00
4047-0000	AGM/SGM Expenses	0.00	0.00	236.25	0.03
4048-0000	Misc Admin	222.41	0.33	524.04	0.06
4049-0000	Professional Consulting Fees	0.00	0.00	286.13	0.04
4049-9999	TOTAL ADMINISTRATION	11,615.32	17.00	122,070.58	14.92
4050-0000	LAND & LOT				
4051-0000	Land & Lot General	285.78	0.42	285.78	0.03
4051-0001	Lawn Maintenance	-23,703.75	-34.69	0.00	0.00
4051-0002	Landscaping Contract	32,975.25	48.26	47,197.50	5.77
4051-0010	Single Family Landscape Maintenance	-285.78	-0.42	0.00	0.00
4054-0010	Electric Cart	60.03	0.09	659.00	0.08
4054-0015	Gas Cart - M&R	-60.03	-0.09	0.00	0.00
4055-0002	Tree Maintenance	0.00	0.00	1,415.40	0.17
4056-0000	Irrigation Repairs & Maintenance	1,493.36	2.19	5,057.47	0.62
4059-9999	TOTAL LAND & LOT	10,764.86	15.75	54,615.15	6.68
4060-0000	INTERIOR R & M				
4061-0000	Janitorial/Cleaning	5,465.68	8.00	19,474.64	2.38
4061-0001	Janitorial Supplies	185.49	0.27	1,336.67	0.16
4063-0000	Elevator Maintenance	1,923.01	2.81	14,722.78	1.80
4064-0000	HVAC Maintenance	1,178.63	1.72	13,957.32	1.71
4064-0001	HVAC - Contract	0.00	0.00	3,617.24	0.44
4066-0001	Parkade/Overhead Door	0.00	0.00	3,460.28	0.42
4067-0000	Pest Control	428.41	0.63	2,411.81	0.29
4068-0000	Interior Repairs & Maintenance	379.73	0.56	18,852.64	2.30
4068-0001	Contract Water Tank Maintenance	1,150.26	1.68	1,433.76	0.18
4069-9999	TOTAL INTERIOR R & M	10,711.21	15.68	79,267.14	9.69
4070-0000	EXTERIOR R & M				
4071-0000	Window Cleaning	0.00	0.00	4,200.00	0.51
4073-0000	Roofing Repairs	0.00	0.00	8,862.00	1.08

Aria [3] (aria)

Cash Flow Statement

Period = Mar 2025

Book = Accrual

		Period to Date	%	Year to Date	%
4075-0000	Repairs & Maintenance: General	4,252.50	6.22	21,827.60	2.67
4075-0006	Plumbing / Water Lines	3,939.65	5.77	5,510.42	0.67
4075-0055	Portable Toilet Rental	143.33	0.21	1,515.16	0.19
4079-9999	TOTAL EXTERIOR R & M	8,335.48	12.20	41,915.18	5.12
4090-0000	CONTINGENCY RESERVE FUND				
4091-0000	Contingency Fee	6,944.25	10.16	83,331.00	10.18
4097-9999	TOTAL CONTINGENCY	6,944.25	10.16	83,331.00	10.18
4098-0000	TOTAL EXPENSES	80,712.81	118.12	787,460.07	96.24
6000-0000	NET INCOME	-12,380.64	-18.12	30,744.24	3.76
	Adjustments				
1105-0000	Fees Receivable	2,725.45	3.99	-703.62	-0.09
1200-0000	Prepaid Insurance	13,901.92	20.34	7,731.01	0.94
	Total Adjustments	16,627.37	24.33	7,027.39	0.86
	Cash Flow	4,246.73	6.21	37,771.63	4.62
	Period to Date	Beginning Balance	Ending Balance	Difference	
1020-1000	General Bank Account	58,881.69	64,620.34	5,738.65	
1025-1000	Special Levy Bank Account	0.30	0.30	0.00	
1035-1000	Contingency Reserve Fund	352,311.44	369,033.81	16,722.37	
1037-1000	GIC Account - BMO ITF	0.00	0.00	0.00	
	Total Cash	411,193.43	433,654.45	22,461.02	
	Year to Date	Beginning Balance	Ending Balance	Difference	
1020-1000	General Bank Account	75,976.67	64,620.34	-11,356.33	
1025-1000	Special Levy Bank Account	0.30	0.30	0.00	
1035-1000	Contingency Reserve Fund	277,583.09	369,033.81	91,450.72	
1037-1000	GIC Account - BMO ITF	0.00	0.00	0.00	
	Total Cash	353,560.06	433,654.45	80,094.39	

Budget Comparison Cash Flow

Period = Mar 2025

Book = Accrual

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
3000-0000 REVENUE									
3011-0000 Monthly Maintenance Fees	67,217.17	67,217.13	0.04	0.00	806,606.05	806,606.00	0.05	0.00	806,606.00
3014-0000 Fines/Residential	0.00	200.00	-200.00	-100.00	0.00	2,400.00	-2,400.00	-100.00	2,400.00
3016-0000 Move In/Out Fees	650.00	300.00	350.00	116.67	6,575.00	3,600.00	2,975.00	82.64	3,600.00
3025-0001 Keys/Fobs Income	160.00	175.00	-15.00	-8.57	1,323.26	2,100.00	-776.74	-36.99	2,100.00
3040-0000 Parking/Storage Income	<u>305.00</u>	<u>300.00</u>	<u>5.00</u>	<u>1.67</u>	<u>3,700.00</u>	<u>3,600.00</u>	<u>100.00</u>	<u>2.78</u>	<u>3,600.00</u>
3500-0000 TOTAL REVENUE	68,332.17	68,192.13	140.04	0.21	818,204.31	818,306.00	-101.69	-0.01	818,306.00
4000-0000 EXPENSES									
4010-0000 UTILITIES									
4011-0000 Water	0.00	4,833.37	4,833.37	100.00	51,090.58	58,000.00	6,909.42	11.91	58,000.00
4012-0000 Sewer	0.00	5,166.63	5,166.63	100.00	46,162.85	62,000.00	15,837.15	25.54	62,000.00
4013-0000 Garbage	1,683.71	2,333.37	649.66	27.84	27,481.21	28,000.00	518.79	1.85	28,000.00
4014-0000 Electricity	5,300.01	3,333.37	-1,966.64	-59.00	34,172.63	40,000.00	5,827.37	14.57	40,000.00
4016-0000 Natural Gas	4,354.36	3,583.37	-770.99	-21.52	41,183.48	43,000.00	1,816.52	4.22	43,000.00
4018-0000 Telephone	<u>4,127.02</u>	<u>500.00</u>	<u>-3,627.02</u>	<u>-725.40</u>	<u>9,271.47</u>	<u>6,000.00</u>	<u>-3,271.47</u>	<u>-54.52</u>	<u>6,000.00</u>
4019-9999 TOTAL UTILITIES	15,465.10	19,750.11	4,285.01	21.70	209,362.22	237,000.00	27,637.78	11.66	237,000.00
4020-0000 INSURANCE									
4021-0000 Insurance	<u>13,901.92</u>	<u>14,291.63</u>	<u>389.71</u>	<u>2.73</u>	<u>174,554.01</u>	<u>171,500.00</u>	<u>-3,054.01</u>	<u>-1.78</u>	<u>171,500.00</u>
4024-9999 TOTAL INSURANCE	13,901.92	14,291.63	389.71	2.73	174,554.01	171,500.00	-3,054.01	-1.78	171,500.00
4030-0000 SECURITY/SAFETY									
4032-0000 Fire Alarm	1,380.77	750.00	-630.77	-84.10	15,558.83	9,000.00	-6,558.83	-72.88	9,000.00
4032-0005 Security Alarm	1,593.90	125.00	-1,468.90	-1,175.12	3,946.43	1,500.00	-2,446.43	-163.10	1,500.00
4032-0006 Security Alarm Monitoring	0.00	135.00	135.00	100.00	2,418.40	1,620.00	-798.40	-49.28	1,620.00
4033-0000 Enterphone	0.00	50.00	50.00	100.00	421.13	600.00	178.87	29.81	600.00
4034-0001 Fire Hydrant Testing & Repairs	<u>0.00</u>	<u>183.37</u>	<u>183.37</u>	<u>100.00</u>	<u>0.00</u>	<u>2,200.00</u>	<u>2,200.00</u>	<u>100.00</u>	<u>2,200.00</u>
4039-9999 TOTAL SECURITY	2,974.67	1,243.37	-1,731.30	-139.24	22,344.79	14,920.00	-7,424.79	-49.76	14,920.00
4040-0000 ADMINISTRATION									
4041-0000 Management Fees	3,611.66	3,583.37	-28.29	-0.79	41,594.30	43,000.00	1,405.70	3.27	43,000.00
4042-0000 Legal & Accounting	757.01	308.37	-448.64	-145.49	2,275.35	3,700.00	1,424.65	38.50	3,700.00

Budget Comparison Cash Flow

Period = Mar 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4043-0000	Bank Charges	25.00	12.50	-12.50	-100.00	200.00	150.00	-50.00	-33.33	150.00
4044-0000	Uncollectable Debt	0.00	58.37	58.37	100.00	0.48	700.00	699.52	99.93	700.00
4045-0000	Salaries	6,848.11	5,083.37	-1,764.74	-34.72	74,981.71	61,000.00	-13,981.71	-22.92	61,000.00
4046-0000	Office Expenses	151.13	100.00	-51.13	-51.13	1,977.32	1,200.00	-777.32	-64.78	1,200.00
4046-0050	NSF Administration Fee	0.00	0.00	0.00	N/A	-5.00	0.00	5.00	N/A	0.00
4047-0000	AGM/SGM Expenses	0.00	83.37	83.37	100.00	236.25	1,000.00	763.75	76.38	1,000.00
4048-0000	Misc Admin	222.41	83.37	-139.04	-166.77	524.04	1,000.00	475.96	47.60	1,000.00
4049-0000	Professional Consulting Fees	0.00	125.00	125.00	100.00	286.13	1,500.00	1,213.87	80.92	1,500.00
4049-9999	TOTAL ADMINISTRATION	11,615.32	9,437.72	-2,177.60	-23.07	122,070.58	113,250.00	-8,820.58	-7.79	113,250.00
4050-0000	LAND & LOT									
4051-0000	Land & Lot General	285.78	83.37	-202.41	-242.79	285.78	1,000.00	714.22	71.42	1,000.00
4051-0001	Lawn Maintenance	-23,703.75	0.00	23,703.75	N/A	0.00	0.00	0.00	N/A	0.00
4051-0002	Landscaping Contract	32,975.25	3,555.00	-29,420.25	-827.57	47,197.50	42,660.00	-4,537.50	-10.64	42,660.00
4051-0010	Single Family Landscape Maintenance	-285.78	0.00	285.78	N/A	0.00	0.00	0.00	N/A	0.00
4054-0010	Electric Cart	60.03	62.50	2.47	3.95	659.00	750.00	91.00	12.13	750.00
4054-0015	Gas Cart - M&R	-60.03	0.00	60.03	N/A	0.00	0.00	0.00	N/A	0.00
4055-0002	Tree Maintenance	0.00	233.37	233.37	100.00	1,415.40	2,800.00	1,384.60	49.45	2,800.00
4056-0000	Irrigation Repairs & Maintenance	1,493.36	583.37	-909.99	-155.99	5,057.47	7,000.00	1,942.53	27.75	7,000.00
4057-0000	Snow & Ice Maintenance	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00	1,000.00
4058-0000	Signage	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00	1,000.00
4059-9999	TOTAL LAND & LOT	10,764.86	4,684.35	-6,080.51	-129.80	54,615.15	56,210.00	1,594.85	2.84	56,210.00
4060-0000	INTERIOR R & M									
4061-0000	Janitorial/Cleaning	5,465.68	3,250.00	-2,215.68	-68.17	19,474.64	39,000.00	19,525.36	50.06	39,000.00
4061-0001	Janitorial Supplies	185.49	250.00	64.51	25.80	1,336.67	3,000.00	1,663.33	55.44	3,000.00
4063-0000	Elevator Maintenance	1,923.01	1,083.37	-839.64	-77.50	14,722.78	13,000.00	-1,722.78	-13.25	13,000.00
4064-0000	HVAC Maintenance	1,178.63	1,666.63	488.00	29.28	13,957.32	20,000.00	6,042.68	30.21	20,000.00
4064-0001	HVAC - Contract	0.00	325.00	325.00	100.00	3,617.24	3,900.00	282.76	7.25	3,900.00
4066-0000	Locks & Keys	0.00	114.62	114.62	100.00	0.00	1,375.00	1,375.00	100.00	1,375.00
4066-0001	Parkade/Overhead Door	0.00	938.37	938.37	100.00	3,460.28	11,260.00	7,799.72	69.27	11,260.00
4067-0000	Pest Control	428.41	166.63	-261.78	-157.10	2,411.81	2,000.00	-411.81	-20.59	2,000.00

Budget Comparison Cash Flow

Period = Mar 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4068-0000	Interior Repairs & Maintenance	379.73	1,416.63	1,036.90	73.19	18,852.64	17,000.00	-1,852.64	-10.90	17,000.00
4068-0001	Contract Water Tank Maintenance	1,150.26	90.00	-1,060.26	-1,178.07	1,433.76	1,080.00	-353.76	-32.76	1,080.00
4069-9999	TOTAL INTERIOR R & M	<u>10,711.21</u>	<u>9,301.25</u>	<u>-1,409.96</u>	<u>-15.16</u>	<u>79,267.14</u>	<u>111,615.00</u>	<u>32,347.86</u>	<u>28.98</u>	<u>111,615.00</u>
4070-0000	EXTERIOR R & M									
4071-0000	Window Cleaning	0.00	333.37	333.37	100.00	4,200.00	4,000.00	-200.00	-5.00	4,000.00
4073-0000	Roofing Repairs	0.00	416.63	416.63	100.00	8,862.00	5,000.00	-3,862.00	-77.24	5,000.00
4075-0000	Repairs & Maintenance: General	4,252.50	666.63	-3,585.87	-537.91	21,827.60	8,000.00	-13,827.60	-172.84	8,000.00
4075-0006	Plumbing / Water Lines	3,939.65	833.37	-3,106.28	-372.74	5,510.42	10,000.00	4,489.58	44.90	10,000.00
4075-0055	Portable Toilet Rental	<u>143.33</u>	<u>250.00</u>	<u>106.67</u>	<u>42.67</u>	<u>1,515.16</u>	<u>3,000.00</u>	<u>1,484.84</u>	<u>49.49</u>	<u>3,000.00</u>
4079-9999	TOTAL EXTERIOR R & M	<u>8,335.48</u>	<u>2,500.00</u>	<u>-5,835.48</u>	<u>-233.42</u>	<u>41,915.18</u>	<u>30,000.00</u>	<u>-11,915.18</u>	<u>-39.72</u>	<u>30,000.00</u>
4085-0000	MISCELLANEOUS									
4086-0000	Miscellaneous	<u>0.00</u>	<u>40.00</u>	<u>40.00</u>	<u>100.00</u>	<u>0.00</u>	<u>480.00</u>	<u>480.00</u>	<u>100.00</u>	<u>480.00</u>
4089-9999	TOTAL MISCELLANEOUS	<u>0.00</u>	<u>40.00</u>	<u>40.00</u>	<u>100.00</u>	<u>0.00</u>	<u>480.00</u>	<u>480.00</u>	<u>100.00</u>	<u>480.00</u>
4090-0000	CONTINGENCY RESERVE FUND									
4091-0000	Contingency Fee	<u>6,944.25</u>	<u>6,944.25</u>	<u>0.00</u>	<u>0.00</u>	<u>83,331.00</u>	<u>83,331.00</u>	<u>0.00</u>	<u>0.00</u>	<u>83,331.00</u>
4097-9999	TOTAL CONTINGENCY	<u>6,944.25</u>	<u>6,944.25</u>	<u>0.00</u>	<u>0.00</u>	<u>83,331.00</u>	<u>83,331.00</u>	<u>0.00</u>	<u>0.00</u>	<u>83,331.00</u>
4098-0000	TOTAL EXPENSES	<u>80,712.81</u>	<u>68,192.68</u>	<u>-12,520.13</u>	<u>-18.36</u>	<u>787,460.07</u>	<u>818,306.00</u>	<u>30,845.93</u>	<u>3.77</u>	<u>818,306.00</u>
6000-0000	NET INCOME	<u>-12,380.64</u>	<u>-0.55</u>	<u>-12,380.09</u>	<u>-2,250,925.45</u>	<u>30,744.24</u>	<u>0.00</u>	<u>30,744.24</u>	<u>N/A</u>	<u>0.00</u>



BFL CANADA Risk and Insurance Services Inc.
340-1632 Dickson Avenue
Kelowna, British Columbia, V1Y 7T2

Tel.: 778-313-2000
Fax: 236-420-0060
Toll Free: 1-866-669-9602

SUMMARY OF COVERAGES

Named Insured	Aria Apartment Homeowners Corporation and Aria Apartments LP
Project Name	ARIA APARTMENTS
Property Manager	Coldwell Banker Horizon Realty
Policy Period	October 01, 2024 to October 01, 2025
Policy Number	BFL04APT00637
Insured Location(s)	3533 Carrington Road, West Kelowna, BC V4T 2Z9, 3545 Carrington Road, West Kelowna, BC V4T 3A1, 3521 Carrington Road, West Kelowna, BC V4T 2Z8

INSURING AGREEMENT



PROPERTY (Appraisal Date: July 1, 2024)

All Property, Stated Amount Co-Insurance, Replacement Cost.		\$55,341,000
Miscellaneous Equipment – Toro and BOSS Equipment as outlined in Lease No. 001-843		\$24,610
	DEDUCTIBLE	LIMIT
Property Extensions		Included
Lock & Key	\$2,500	\$25,000
Additional Living Expenses - Per Unit		\$50,000
Additional Living Expenses - Annual Aggregate		\$1,000,000
Excess Property Extensions - Annually Aggregated		Up to \$5,000,000
- Excludes all damage arising from the peril of Earthquake		
All Risks	\$25,000	
Sewer Backup	\$100,000	
Water Damage	\$100,000	
Earthquake (Annual Aggregate)	10% (minimum \$100,000)	100% of the Policy Limit
Flood (Annual Aggregate)	\$100,000	100% of the Policy Limit
Business Interruption (Gross Rentals), 100% Co-Insurance, Indemnity Period (Months) : N/A	N/A	Not Covered



CRIME

	DEDUCTIBLE	LIMIT
Employee Dishonesty - Including Property Manager and Elected Officer Theft	Nil	\$1,000,000
Broad Form Money and Securities	Nil	\$10,000



COMMERCIAL GENERAL LIABILITY

	DEDUCTIBLE	LIMIT
Bodily Injury & Property Damage	\$1,000	\$30,000,000
Non-Owned Automobile	\$1,000	\$30,000,000
Infectious Agent or Communicable Disease Exclusion – With Limited Exceptions		
Total Pollution Exclusion		



CONDOMINIUM DIRECTORS & OFFICERS LIABILITY

	DEDUCTIBLE	LIMIT
Claims Made Form - Including Property Manager	Nil	\$20,000,000
Privacy Event Expenses	Nil	Not Applicable
Cyber Liability	Nil	Not Applicable



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INSURING AGREEMENT



BLANKET GLASS - Includes Lobby Glass

	DEDUCTIBLE	LIMIT
Residential	\$250	Blanket
Commercial	\$500	
Canopy	\$1,000	



EQUIPMENT BREAKDOWN

	DEDUCTIBLE	LIMIT
Standard Comprehensive Form including Production Machines and Electronic Equipment	\$1,000	\$55,365,610
- Deductible Waiver Endorsement with respect to losses exceeding \$25,000		
Extra Expense – 100% available in first month	24 Hour Waiting Period	\$1,000,000
- Additional Living Expenses Endorsement - Per Unit		\$25,000
- Additional Living Expenses Endorsement - Annual Aggregate		\$1,000,000
Loss of Profits – Rents, Indemnity Period (Months): N/A	N/A	Not Covered



POLLUTION LIABILITY

	DEDUCTIBLE	LIMIT
Each Event	\$25,000	\$1,000,000 Shared
Aggregate Policy Limit		\$20,000,000 Shared



VOLUNTEER ACCIDENT

	DEDUCTIBLE	LIMIT
Maximum Limit of Loss	See Policy Wordings	\$1,000,000



TERRORISM

	DEDUCTIBLE	LIMIT
Per Occurrence.	\$1,000	\$350,000
Annual Aggregate		\$350,000



LEGAL EXPENSES

	DEDUCTIBLE	LIMIT
Each Event	Nil	\$1,000,000
Annual Aggregate		\$5,000,000



CYBER, DATA & PRIVACY

	DEDUCTIBLE	LIMIT
Cyberboxx	\$5,000	
Annual Policy Aggregate		\$100,000
Hackbuster's Incident response services		Included
Coverage A - Privacy Breach Liability		\$100,000
Coverage B - Privacy Breach Expense		\$50,000
Coverage C - Cyber Extortion & Recovery		\$50,000
Coverage D - Social Engineering		\$25,000
Coverage E - Breach by suppliers		\$50,000



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Loss Payable

Insured or Order

Golf Lease Inc. 3816 – 64 Avenue SE Calgary, Alberta T2C 2B4 but only with respect to the Toro and BOSS Equipment as outlined in Lease No. 001-843

Additional Insured

Ronald Michael Derrickson and the Westbank First Nation but only with respect to liability and property damage arising out of the operations of the Named Insured and the 'premises' as outlined in the Land Lease dated December 2005 between Ronald Michael Derrickson and Aria Apartments Limited Partnership.

This record sheet is intended for reference only. Please refer to your polic(ies) for complete details.

ARIA
Homeowners Corporation
Operating Budget from May 1, 2025 to April 30, 2026

	2024/25 BUDGET	2024/25 Actual		2025/2026 BUDGET
REVENUE				
Strata Fees	\$806,606	\$806,606		\$806,605
Fines/Residential	\$2,400	\$0		\$2,400
Storage Income	\$3,600			
Move in/Out Fees	\$3,600	\$6,575		\$3,600
Key Revenue	\$3,600			
Keys/Fobs Income	\$2,100	\$1,323		\$2,000
Parking Income	\$3,600	\$3,700		\$3,600
Surplus	\$0	\$0		\$39,471
Total Receipts	\$825,506	\$818,204		\$857,676
EXPENSES				
Common Asset Strata Fees				
Common Asset Strata Fees	\$0	\$0		\$0
Expenses				
UTILITIES				
Water	\$58,000	\$51,091		\$58,000
Sewer	\$62,000	\$46,163		\$62,000
Waste Management	\$28,000	\$27,481		\$31,600
Electricity	\$40,000	\$34,173		\$40,000
Natural Gas	\$43,000	\$41,183		\$43,000
Telephone Security	\$0	\$9,271		\$1,740
Telephone Elevator	\$0	\$0		\$1,632
Telephone Entry System	\$0	\$0		\$1,548
Telephone Resident Cell	\$0	\$0		\$1,536
Internet	\$6,000	\$0		\$1,000
Total Utilities	\$237,000	\$209,362	\$0	\$242,056
INSURANCE				
	\$171,500	\$174,554		\$171,500
SECURITY/SAFETY				
Fire Alarm/Annual Inspections/	\$9,000	\$10,239		\$9,000
Security Alarm/Repairs	\$1,500	\$3,946		\$1,500
Security Alarm Monitoring	\$1,620	\$2,418		\$1,620
Hydrant/Backflow/Inspections/I	\$2,200	\$0		\$2,200
Enterphone	\$600	\$421		\$600
TOTAL SAFETY/SECURITY	\$14,920	\$17,025	\$0	\$14,920
SALARIES/PAYROLL				
Employee Maintenance	\$61,000	\$74,982		\$58,500
Employer Costs/Payroll Deducti	\$0	\$0		\$8,775
Employee Health Account	\$0	\$0		\$4,000
TOTAL SALARIES/PAYROI	\$61,000	\$74,982	\$0	\$71,275
ADMINISTRATION				
Management Fees	\$43,000	\$41,594		\$45,405
Legal and Accounting	\$3,700	\$1,840		\$3,700
Bank charges	\$150	\$200		\$300
Uncollectable	\$700	\$0		\$0
NSF	\$0	-\$5		\$0
Office Expenses	\$1,200	\$1,977		\$2,000
AGM/SGM Expenses	\$1,000	\$236		\$600
Misc. Admin	\$1,000	\$524		\$1,000
Professional Consulting	\$1,500	\$286		\$1,500
TOTAL ADMIN	\$52,250	\$46,654	\$0	\$54,505
LAND AND LOT				
Land & Lot General	\$1,000	\$286		\$1,000
Landscaping Contract	\$42,660	\$47,198		\$42,660
Electric Cart	\$750	\$659		\$750
Tree Maintenance	\$2,800	\$1,415		\$3,500
Irrigation Repairs	\$7,000	\$5,057		\$7,000
Snow & Ice Maintenance	\$1,000	\$0		\$1,000
Signage	\$1,000	\$0		\$1,000
TOTAL LAND & LOT	\$56,210	\$54,615	\$0	\$56,910
INTERIOR REPAIR & MAINTENANCE				
Janitorial Supplies	\$3,000	\$1,337		\$3,000
Janitorial	\$39,000	\$19,475		\$39,000
Elevator Maintenance	\$13,000	\$14,723		\$13,000
HVAC maintenance	\$20,000	\$13,957		\$15,000
HVAC Contract	\$3,900	\$3,617		\$3,900
Locks/Keys/doors	\$1,375	\$0		\$1,375
Parkade Overhead Door	\$11,260	\$3,460		\$7,500
Pest Control	\$2,000	\$2,412		\$4,500
Interior Repairs & Maintenance	\$17,000	\$18,853		\$17,000
Contract Water Tank Maintenar	\$1,080	\$1,434		\$1,080
TOTAL INTERIOR R&M	\$111,615	\$79,267	\$0	\$105,355
EXTERIOR REPAIR & MAINTENANCE				
Window Cleaning	\$4,000	\$4,200		\$4,200
Roofing/Gutter Repairs	\$5,000	\$8,862		\$10,000
R & M General	\$8,000	\$18,855		\$15,000
Plumbing repairs	\$10,000	\$5,510		\$8,955
Portable Toilet Rental	\$3,000	\$1,515		\$3,000
TOTAL R&M	\$30,000	\$38,943	\$0	\$41,155
MISCELLANEOUS				
	\$480	\$0		\$0
Expense Sub-Total	\$734,975	\$695,403	\$0	\$757,676
Contingency Trsf	\$83,331	\$83,331		\$100,000
Total Expenses	\$818,306	\$778,734		\$857,676
NET SURPLUS/(DEFICIT)	\$0	\$39,471		\$0

										2022-23 Total Fees \$ 986,661.75	
Unit	Unit Enrollment	% Of Total Unit Enrollment	OLD 2021/2022 Fees Per Unit MONTHLY	NEW 2022/2023 Fees Per Unit MONTHLY	Monthly Variance	April-May- June-July Retro Total Owing	Amount Due August List Including Variance	Amount Due MONTHLY as of September List			
102-1	96.40	0.72%	\$482.32	\$482.32	-\$ 0.00	-\$ 0.00	\$ 482.32	\$ 482.32			
103-1	96.00	0.71%	\$480.32	\$480.32	-\$ 0.00	-\$ 0.00	\$ 480.32	\$ 480.32			
104-1	109.10	0.81%	\$545.87	\$545.87	-\$ 0.00	-\$ 0.00	\$ 545.86	\$ 545.87			
105-1	110.20	0.82%	\$551.37	\$551.37	-\$ 0.00	-\$ 0.00	\$ 551.37	\$ 551.37			
106-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
107-1	94.90	0.71%	\$474.82	\$474.82	-\$ 0.00	-\$ 0.00	\$ 474.81	\$ 474.82			
108-1	96.60	0.72%	\$483.32	\$483.32	-\$ 0.00	-\$ 0.00	\$ 483.32	\$ 483.32			
201-1	43.00	0.32%	\$215.14	\$215.14	-\$ 0.00	-\$ 0.00	\$ 215.14	\$ 215.14			
202-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
203-1	96.00	0.71%	\$480.32	\$480.32	-\$ 0.00	-\$ 0.00	\$ 480.32	\$ 480.32			
204-1	119.00	0.89%	\$595.40	\$595.40	-\$ 0.00	-\$ 0.00	\$ 595.39	\$ 595.40			
205-1	110.20	0.82%	\$551.37	\$551.37	-\$ 0.00	-\$ 0.00	\$ 551.37	\$ 551.37			
206-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
207-1	94.90	0.71%	\$474.82	\$474.82	-\$ 0.00	-\$ 0.00	\$ 474.81	\$ 474.82			
208-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
209-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
210-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
211-1	96.10	0.72%	\$480.82	\$480.82	-\$ 0.00	-\$ 0.00	\$ 480.82	\$ 480.82			
212-1	85.20	0.63%	\$426.29	\$426.29	-\$ 0.00	-\$ 0.00	\$ 426.28	\$ 426.29			
213-1	96.00	0.71%	\$480.32	\$480.32	-\$ 0.00	-\$ 0.00	\$ 480.32	\$ 480.32			
214-1	94.70	0.70%	\$473.82	\$473.82	-\$ 0.00	-\$ 0.00	\$ 473.81	\$ 473.82			
301-1	50.80	0.38%	\$254.17	\$254.17	-\$ 0.00	-\$ 0.00	\$ 254.17	\$ 254.17			
302-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
303-1	96.00	0.71%	\$480.32	\$480.32	-\$ 0.00	-\$ 0.00	\$ 480.32	\$ 480.32			
304-1	119.00	0.89%	\$595.40	\$595.40	-\$ 0.00	-\$ 0.00	\$ 595.39	\$ 595.40			
305-1	110.20	0.82%	\$551.37	\$551.37	-\$ 0.00	-\$ 0.00	\$ 551.37	\$ 551.37			
306-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
307-1	94.90	0.71%	\$474.82	\$474.82	-\$ 0.00	-\$ 0.00	\$ 474.81	\$ 474.82			
308-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
309-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
310-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
311-1	96.10	0.72%	\$480.82	\$480.82	-\$ 0.00	-\$ 0.00	\$ 480.82	\$ 480.82			
312-1	95.00	0.71%	\$475.32	\$475.32	-\$ 0.00	-\$ 0.00	\$ 475.31	\$ 475.32			
313-1	96.00	0.71%	\$480.32	\$480.32	-\$ 0.00	-\$ 0.00	\$ 480.32	\$ 480.32			
314-1	94.70	0.70%	\$473.82	\$473.82	-\$ 0.00	-\$ 0.00	\$ 473.81	\$ 473.82			
401-1	50.80	0.38%	\$254.17	\$254.17	-\$ 0.00	-\$ 0.00	\$ 254.17	\$ 254.17			
402-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
403-1	96.00	0.71%	\$480.32	\$480.32	-\$ 0.00	-\$ 0.00	\$ 480.32	\$ 480.32			
404-1	119.00	0.89%	\$595.40	\$595.40	-\$ 0.00	-\$ 0.00	\$ 595.39	\$ 595.40			
405-1	110.20	0.82%	\$551.37	\$551.37	-\$ 0.00	-\$ 0.00	\$ 551.37	\$ 551.37			
406-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
407-1	94.90	0.71%	\$474.82	\$474.82	-\$ 0.00	-\$ 0.00	\$ 474.81	\$ 474.82			
408-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
409-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
410-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
411-1	96.10	0.72%	\$480.82	\$480.82	-\$ 0.00	-\$ 0.00	\$ 480.82	\$ 480.82			
412-1	95.00	0.71%	\$475.32	\$475.32	-\$ 0.00	-\$ 0.00	\$ 475.31	\$ 475.32			
413-1	96.00	0.71%	\$480.32	\$480.32	-\$ 0.00	-\$ 0.00	\$ 480.32	\$ 480.32			
414-1	94.70	0.70%	\$473.82	\$473.82	-\$ 0.00	-\$ 0.00	\$ 473.81	\$ 473.82			
509-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
510-1	96.20	0.72%	\$481.32	\$481.32	-\$ 0.00	-\$ 0.00	\$ 481.32	\$ 481.32			
511-1	96.10	0.72%	\$480.82	\$480.82	-\$ 0.00	-\$ 0.00	\$ 480.82	\$ 480.82			
512-1	95.00	0.71%	\$475.32	\$475.32	-\$ 0.00	-\$ 0.00	\$ 475.31	\$ 475.32			
513-1	96.00	0.71%	\$480.32	\$480.32	-\$ 0.00	-\$ 0.00	\$ 480.32	\$ 480.32			
514-1	96.00	0.71%	\$480.32	\$480.32	-\$ 0.00	-\$ 0.00	\$ 480.32	\$ 480.32			
102-2	52.10	0.39%	\$260.68	\$260.67	-\$ 0.00	-\$ 0.00	\$ 260.67	\$ 260.67			
103-2	70.20	0.52%	\$351.24	\$351.24	-\$ 0.00	-\$ 0.00	\$ 351.23	\$ 351.24			
104-2	75.30	0.56%	\$376.75	\$376.75	-\$ 0.00	-\$ 0.00	\$ 376.75	\$ 376.75			
105-2	75.40	0.56%	\$377.25	\$377.25	-\$ 0.00	-\$ 0.00	\$ 377.25	\$ 377.25			
106-2	66.10	0.49%	\$330.72	\$330.72	-\$ 0.00	-\$ 0.00	\$ 330.72	\$ 330.72			
107-2	66.10	0.49%	\$330.72	\$330.72	-\$ 0.00	-\$ 0.00	\$ 330.72	\$ 330.72			
108-2	70.40	0.52%	\$352.24	\$352.24	-\$ 0.00	-\$ 0.00	\$ 352.23	\$ 352.24			
109-2	52.10	0.39%	\$260.68	\$260.67	-\$ 0.00	-\$ 0.00	\$ 260.67	\$ 260.67			
110-2	66.10	0.49%	\$330.72	\$330.72	-\$ 0.00	-\$ 0.00	\$ 330.72	\$ 330.72			
111-2	66.10	0.49%	\$330.72	\$330.72	-\$ 0.00	-\$ 0.00	\$ 330.72	\$ 330.72			
112-2	65.80	0.49%	\$329.22	\$329.22	-\$ 0.00	-\$ 0.00	\$ 329.22	\$ 329.22			
113-2	65.00	0.48%	\$325.22	\$325.22	-\$ 0.00	-\$ 0.00	\$ 325.22	\$ 325.22			
114-2	70.20	0.52%	\$351.24	\$351.24	-\$ 0.00	-\$ 0.00	\$ 351.23	\$ 351.24			
115-2	70.40	0.52%	\$352.24	\$352.24	-\$ 0.00	-\$ 0.00	\$ 352.23	\$ 352.24			
116-2	70.40	0.52%	\$352.24	\$352.24	-\$ 0.00	-\$ 0.00	\$ 352.23	\$ 352.24			
201-2	43.20	0.32%	\$216.15	\$216.14	-\$ 0.00	-\$ 0.00	\$ 216.14	\$ 216.14			
202-2	52.10	0.39%	\$260.68	\$260.67	-\$ 0.00	-\$ 0.00	\$ 260.67	\$ 260.67			
203-2	70.20	0.52%	\$351.24	\$351.24	-\$ 0.00	-\$ 0.00	\$ 351.23	\$ 351.24			
204-2	75.30	0.56%	\$376.75	\$376.75	-\$ 0.00	-\$ 0.00	\$ 376.75	\$ 376.75			
205-2	75.40	0.56%	\$377.25	\$377.25	-\$ 0.00	-\$ 0.00	\$ 377.25	\$ 377.25			
206-2	66.10	0.49%	\$330.72	\$330.72	-\$ 0.00	-\$ 0.00	\$ 330.72	\$ 330.72			
207-2	66.10	0.49%	\$330.72	\$330.72	-\$ 0.00	-\$ 0.00	\$ 330.72	\$ 330.72			
208-2	70.40	0.52%	\$352.24	\$352.24	-\$ 0.00	-\$ 0.00	\$ 352.23	\$ 352.24			
209-2	52.10	0.39%	\$260.68	\$260.67	-\$ 0.00	-\$ 0.00	\$ 260.67	\$ 260.67			
210-2	66.10	0.49%	\$330.72	\$330.72	-\$ 0.00	-\$ 0.00	\$ 330.72	\$ 330.72			
211-2	66.10	0.49%	\$330.72	\$330.72	-\$ 0.00	-\$ 0.00	\$ 330.72	\$ 330.72			
212-2	65.80	0.49%	\$329.22	\$329.22	-\$ 0.00	-\$ 0.00	\$ 329.22	\$ 329.22			

410-3	66.10	0.49%	\$330.72	\$330.72	-\$ 0.00	-\$ 0.00	\$ 330.72	\$ 330.72
411-3	70.40	0.52%	\$352.24	\$352.24	-\$ 0.00	-\$ 0.00	\$ 352.23	\$ 352.24
412-3	99.50	0.74%	\$497.83	\$497.83	-\$ 0.00	-\$ 0.00	\$ 497.83	\$ 497.83
413-3	111.80	0.83%	\$559.38	\$559.37	-\$ 0.00	-\$ 0.00	\$ 559.37	\$ 559.37
414-3	70.20	0.52%	\$351.24	\$351.24	-\$ 0.00	-\$ 0.00	\$ 351.23	\$ 351.24
415-3	70.40	0.52%	\$352.24	\$352.24	-\$ 0.00	-\$ 0.00	\$ 352.23	\$ 352.24
	13,434	#####	#####	#####	\$ -	\$ -	#####	\$ 67,217.04

**ARIA
Homeowners Corporation
SPECIAL ASSESSMENT**

Special Levy for Resolutions #2 through #9

Special levy amount	----- \$417,009
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Total Expenses	----- \$417,009 -----
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			Total
			\$ 417,009.19
Unit	Unit Entitlement	% Of Total Unit Entitlement	Amount Due September 1st
102-1	96.40	0.72%	\$ 2,992.29
103-1	96.00	0.71%	\$ 2,979.88
104-1	109.10	0.81%	\$ 3,386.51
105-1	110.20	0.82%	\$ 3,420.65
106-1	96.20	0.72%	\$ 2,986.09
107-1	94.90	0.71%	\$ 2,945.73
108-1	96.60	0.72%	\$ 2,998.50
201-1	43.00	0.32%	\$ 1,334.74
202-1	96.20	0.72%	\$ 2,986.09
203-1	96.00	0.71%	\$ 2,979.88
204-1	119.00	0.89%	\$ 3,693.81
205-1	110.20	0.82%	\$ 3,420.65
206-1	96.20	0.72%	\$ 2,986.09
207-1	94.90	0.71%	\$ 2,945.73
208-1	96.20	0.72%	\$ 2,986.09
209-1	96.20	0.72%	\$ 2,986.09
210-1	96.20	0.72%	\$ 2,986.09
211-1	96.10	0.72%	\$ 2,982.98
212-1	85.20	0.63%	\$ 2,644.64
213-1	96.00	0.71%	\$ 2,979.88
214-1	94.70	0.70%	\$ 2,939.53
301-1	50.80	0.38%	\$ 1,576.85
302-1	96.20	0.72%	\$ 2,986.09
303-1	96.00	0.71%	\$ 2,979.88
304-1	119.00	0.89%	\$ 3,693.81
305-1	110.20	0.82%	\$ 3,420.65
306-1	96.20	0.72%	\$ 2,986.09
307-1	94.90	0.71%	\$ 2,945.73
308-1	96.20	0.72%	\$ 2,986.09
309-1	96.20	0.72%	\$ 2,986.09
310-1	96.20	0.72%	\$ 2,986.09
311-1	96.10	0.72%	\$ 2,982.98
312-1	95.00	0.71%	\$ 2,948.84
313-1	96.00	0.71%	\$ 2,979.88
314-1	94.70	0.70%	\$ 2,939.53
401-1	50.80	0.38%	\$ 1,576.85
402-1	96.20	0.72%	\$ 2,986.09
403-1	96.00	0.71%	\$ 2,979.88
404-1	119.00	0.89%	\$ 3,693.81
405-1	110.20	0.82%	\$ 3,420.65
406-1	96.20	0.72%	\$ 2,986.09
407-1	94.90	0.71%	\$ 2,945.73
408-1	96.20	0.72%	\$ 2,986.09
409-1	96.20	0.72%	\$ 2,986.09
410-1	96.20	0.72%	\$ 2,986.09
411-1	96.10	0.72%	\$ 2,982.98
412-1	95.00	0.71%	\$ 2,948.84
413-1	96.00	0.71%	\$ 2,979.88
414-1	94.70	0.70%	\$ 2,939.53
509-1	96.20	0.72%	\$ 2,986.09
510-1	96.20	0.72%	\$ 2,986.09
511-1	96.10	0.72%	\$ 2,982.98
512-1	95.00	0.71%	\$ 2,948.84
513-1	96.00	0.71%	\$ 2,979.88
514-1	96.00	0.71%	\$ 2,979.88
102-2	52.10	0.39%	\$ 1,617.20
103-2	70.20	0.52%	\$ 2,179.04
104-2	75.30	0.56%	\$ 2,337.34
105-2	75.40	0.56%	\$ 2,340.45
106-2	66.10	0.49%	\$ 2,051.77
107-2	66.10	0.49%	\$ 2,051.77
108-2	70.40	0.52%	\$ 2,185.24
109-2	52.10	0.39%	\$ 1,617.20
110-2	66.10	0.49%	\$ 2,051.77
111-2	66.10	0.49%	\$ 2,051.77
112-2	65.80	0.49%	\$ 2,042.46

113-2	65.00	0.48%	\$	2,017.63
114-2	70.20	0.52%	\$	2,179.04
115-2	70.40	0.52%	\$	2,185.24
116-2	70.40	0.52%	\$	2,185.24
201-2	43.20	0.32%	\$	1,340.95
202-2	52.10	0.39%	\$	1,617.20
203-2	70.20	0.52%	\$	2,179.04
204-2	75.30	0.56%	\$	2,337.34
205-2	75.40	0.56%	\$	2,340.45
206-2	66.10	0.49%	\$	2,051.77
207-2	66.10	0.49%	\$	2,051.77
208-2	70.40	0.52%	\$	2,185.24
209-2	52.10	0.39%	\$	1,617.20
210-2	66.10	0.49%	\$	2,051.77
211-2	66.10	0.49%	\$	2,051.77
212-2	65.80	0.49%	\$	2,042.46
213-2	65.00	0.48%	\$	2,017.63
214-2	70.20	0.52%	\$	2,179.04
215-2	70.40	0.52%	\$	2,185.24
216-2	70.40	0.52%	\$	2,185.24
301-2	43.20	0.32%	\$	1,340.95
302-2	52.10	0.39%	\$	1,617.20
303-2	70.20	0.52%	\$	2,179.04
304-2	75.30	0.56%	\$	2,337.34
305-2	75.40	0.56%	\$	2,340.45
306-2	66.10	0.49%	\$	2,051.77
307-2	66.10	0.49%	\$	2,051.77
308-2	70.40	0.52%	\$	2,185.24
309-2	52.10	0.39%	\$	1,617.20
310-2	66.10	0.49%	\$	2,051.77
311-2	66.10	0.49%	\$	2,051.77
312-2	65.80	0.49%	\$	2,042.46
313-2	65.00	0.48%	\$	2,017.63
314-2	70.20	0.52%	\$	2,179.04
315-2	70.40	0.52%	\$	2,185.24
316-2	70.40	0.52%	\$	2,185.24
401-2	43.20	0.32%	\$	1,340.95
402-2	52.10	0.39%	\$	1,617.20
403-2	70.20	0.52%	\$	2,179.04
404-2	75.30	0.56%	\$	2,337.34
405-2	75.40	0.56%	\$	2,340.45
406-2	66.10	0.49%	\$	2,051.77
407-2	66.10	0.49%	\$	2,051.77
408-2	70.40	0.52%	\$	2,185.24
409-2	52.10	0.39%	\$	1,617.20
410-2	66.10	0.49%	\$	2,051.77
411-2	66.10	0.49%	\$	2,051.77
412-2	65.80	0.49%	\$	2,042.46
413-2	65.00	0.48%	\$	2,017.63
414-2	70.20	0.52%	\$	2,179.04
415-2	70.40	0.52%	\$	2,185.24
416-2	70.40	0.52%	\$	2,185.24
102-3	70.40	0.52%	\$	2,185.24
103-3	70.20	0.52%	\$	2,179.04
104-3	65.00	0.48%	\$	2,017.63
105-3	65.80	0.49%	\$	2,042.46
106-3	66.10	0.49%	\$	2,051.77
107-3	66.10	0.49%	\$	2,051.77
108-3	52.10	0.39%	\$	1,617.20
109-3	66.10	0.49%	\$	2,051.77
110-3	66.10	0.49%	\$	2,051.77
111-3	70.40	0.52%	\$	2,185.24
112-3	99.50	0.74%	\$	3,088.52
113-3	111.80	0.83%	\$	3,470.32
114-3	70.20	0.52%	\$	2,179.04
115-3	70.40	0.52%	\$	2,185.24
201-3	43.20	0.32%	\$	1,340.95
202-3	70.40	0.52%	\$	2,185.24
203-3	70.20	0.52%	\$	2,179.04
204-3	65.00	0.48%	\$	2,017.63

205-3	65.80	0.49%	\$	2,042.46
206-3	66.10	0.49%	\$	2,051.77
207-3	66.10	0.49%	\$	2,051.77
208-3	52.10	0.39%	\$	1,617.20
209-3	66.10	0.49%	\$	2,051.77
210-3	66.10	0.49%	\$	2,051.77
211-3	70.40	0.52%	\$	2,185.24
212-3	99.50	0.74%	\$	3,088.52
213-3	111.80	0.83%	\$	3,470.32
214-3	70.20	0.52%	\$	2,179.04
215-3	70.40	0.52%	\$	2,185.24
301-3	43.20	0.32%	\$	1,340.95
302-3	70.40	0.52%	\$	2,185.24
303-3	70.20	0.52%	\$	2,179.04
304-3	65.00	0.48%	\$	2,017.63
305-3	65.80	0.49%	\$	2,042.46
306-3	66.10	0.49%	\$	2,051.77
307-3	66.10	0.49%	\$	2,051.77
308-3	52.10	0.39%	\$	1,617.20
309-3	66.10	0.49%	\$	2,051.77
310-3	66.10	0.49%	\$	2,051.77
311-3	70.40	0.52%	\$	2,185.24
312-3	99.50	0.74%	\$	3,088.52
313-3	111.80	0.83%	\$	3,470.32
314-3	70.20	0.52%	\$	2,179.04
315-3	70.40	0.52%	\$	2,185.24
401-3	43.20	0.32%	\$	1,340.95
402-3	70.40	0.52%	\$	2,185.24
403-3	70.20	0.52%	\$	2,179.04
406-3	66.10	0.49%	\$	2,051.77
407-3	66.10	0.49%	\$	2,051.77
408-3	52.10	0.39%	\$	1,617.20
409-3	66.10	0.49%	\$	2,051.77
410-3	66.10	0.49%	\$	2,051.77
411-3	70.40	0.52%	\$	2,185.24
412-3	99.50	0.74%	\$	3,088.52
413-3	111.80	0.83%	\$	3,470.32
414-3	70.20	0.52%	\$	2,179.04
415-3	70.40	0.52%	\$	2,185.24
	13,434	100.00%	\$	417,009.19



RAMtech HVAC Refrigeration and Controls Ltd.

103-470 Neave Court | Kelowna, British Columbia V1V 2M2
778-484-8975 | general@ramtechhvac.ca

RECIPIENT:

Aria Condos

3521, 3533,3545, Carrinton road
West Kelowna, BC V4T2X9

Quote #1313

Sent on

May 22, 2025

Total

\$114,555.79

Product/Service	Description	Qty.	Unit Price	Total
Work Description	MUA Replacement: -Removal of existing MUAs, evaporators and condensers -Disposal of old units -Install of new NG Furnaces with evaporator sections and condensers -Terminate control wiring -Connect condensate drains -All tin transitions -Start and test units	1	\$0.00	\$0.00
HVAC Parts	-4T 97% efficiency Furnaces with stainless steel heat exchangers x6 -4T Evaporator Coils x6 -4T condensers x6	1	\$65,113.89	\$65,113.89
HVAC Parts	Wiring, tin work, Venting, drain materials, shop supplies	1	\$9,800.00	\$9,800.00
Installation Labour	Installation Labour	1	\$27,000.00	\$27,000.00
Gas Permit	Gas Permit	6	\$410.00	\$2,460.00
HVAC Parts	New thermostat x6	1	\$2,858.86	\$2,858.86
R410-A	R410-A Refrigerant	6	\$53.00	\$318.00
Torch & Welding Supplies	Torch & Welding Supplies	6	\$35.00	\$210.00
Nitrogen	Nitrogen	6	\$35.00	\$210.00
Vacuum Pump	Vacuum Pump	6	\$30.00	\$180.00
Disposal Fee	Disposal Fee	6	\$75.00	\$450.00
Truck Charge	Truck Charge	10	\$50.00	\$500.00

Subtotal

\$109,100.75

GST (5.0%)

\$5,455.04

Total

\$114,555.79

*Line voltage electrical done by others

This quote is valid for the next 30 days, after which values may be subject to change.

ARIA
Homeowners Corporation
SPECIAL ASSESSMENT
B1, B2 & B3 HVAC Replacement

Special Levy for Resolutions #2

Special levy amount	----- \$114,556 -----
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Total Expenses	\$114,556 -----
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			Total \$ 114,555.79
Unit	Unit Entitlement	% Of Total Unit Entitlement	Amount Due September 1st
102-1	96.40	0.72%	\$ 822.01
103-1	96.00	0.71%	\$ 818.60
104-1	109.10	0.81%	\$ 930.30
105-1	110.20	0.82%	\$ 939.68
106-1	96.20	0.72%	\$ 820.30
107-1	94.90	0.71%	\$ 809.22
108-1	96.60	0.72%	\$ 823.71
201-1	43.00	0.32%	\$ 366.66
202-1	96.20	0.72%	\$ 820.30
203-1	96.00	0.71%	\$ 818.60
204-1	119.00	0.89%	\$ 1,014.72
205-1	110.20	0.82%	\$ 939.68
206-1	96.20	0.72%	\$ 820.30
207-1	94.90	0.71%	\$ 809.22
208-1	96.20	0.72%	\$ 820.30
209-1	96.20	0.72%	\$ 820.30
210-1	96.20	0.72%	\$ 820.30
211-1	96.10	0.72%	\$ 819.45
212-1	85.20	0.63%	\$ 726.50
213-1	96.00	0.71%	\$ 818.60
214-1	94.70	0.70%	\$ 807.51
301-1	50.80	0.38%	\$ 433.17
302-1	96.20	0.72%	\$ 820.30
303-1	96.00	0.71%	\$ 818.60
304-1	119.00	0.89%	\$ 1,014.72
305-1	110.20	0.82%	\$ 939.68
306-1	96.20	0.72%	\$ 820.30
307-1	94.90	0.71%	\$ 809.22
308-1	96.20	0.72%	\$ 820.30
309-1	96.20	0.72%	\$ 820.30
310-1	96.20	0.72%	\$ 820.30
311-1	96.10	0.72%	\$ 819.45
312-1	95.00	0.71%	\$ 810.07
313-1	96.00	0.71%	\$ 818.60
314-1	94.70	0.70%	\$ 807.51
401-1	50.80	0.38%	\$ 433.17
402-1	96.20	0.72%	\$ 820.30
403-1	96.00	0.71%	\$ 818.60
404-1	119.00	0.89%	\$ 1,014.72
405-1	110.20	0.82%	\$ 939.68
406-1	96.20	0.72%	\$ 820.30
407-1	94.90	0.71%	\$ 809.22
408-1	96.20	0.72%	\$ 820.30
409-1	96.20	0.72%	\$ 820.30
410-1	96.20	0.72%	\$ 820.30
411-1	96.10	0.72%	\$ 819.45
412-1	95.00	0.71%	\$ 810.07
413-1	96.00	0.71%	\$ 818.60
414-1	94.70	0.70%	\$ 807.51
509-1	96.20	0.72%	\$ 820.30
510-1	96.20	0.72%	\$ 820.30
511-1	96.10	0.72%	\$ 819.45
512-1	95.00	0.71%	\$ 810.07
513-1	96.00	0.71%	\$ 818.60
514-1	96.00	0.71%	\$ 818.60
102-2	52.10	0.39%	\$ 444.26
103-2	70.20	0.52%	\$ 598.60
104-2	75.30	0.56%	\$ 642.09
105-2	75.40	0.56%	\$ 642.94
106-2	66.10	0.49%	\$ 563.64
107-2	66.10	0.49%	\$ 563.64
108-2	70.40	0.52%	\$ 600.30
109-2	52.10	0.39%	\$ 444.26
110-2	66.10	0.49%	\$ 563.64
111-2	66.10	0.49%	\$ 563.64
112-2	65.80	0.49%	\$ 561.08

113-2	65.00	0.48%	\$	554.26
114-2	70.20	0.52%	\$	598.60
115-2	70.40	0.52%	\$	600.30
116-2	70.40	0.52%	\$	600.30
201-2	43.20	0.32%	\$	368.37
202-2	52.10	0.39%	\$	444.26
203-2	70.20	0.52%	\$	598.60
204-2	75.30	0.56%	\$	642.09
205-2	75.40	0.56%	\$	642.94
206-2	66.10	0.49%	\$	563.64
207-2	66.10	0.49%	\$	563.64
208-2	70.40	0.52%	\$	600.30
209-2	52.10	0.39%	\$	444.26
210-2	66.10	0.49%	\$	563.64
211-2	66.10	0.49%	\$	563.64
212-2	65.80	0.49%	\$	561.08
213-2	65.00	0.48%	\$	554.26
214-2	70.20	0.52%	\$	598.60
215-2	70.40	0.52%	\$	600.30
216-2	70.40	0.52%	\$	600.30
301-2	43.20	0.32%	\$	368.37
302-2	52.10	0.39%	\$	444.26
303-2	70.20	0.52%	\$	598.60
304-2	75.30	0.56%	\$	642.09
305-2	75.40	0.56%	\$	642.94
306-2	66.10	0.49%	\$	563.64
307-2	66.10	0.49%	\$	563.64
308-2	70.40	0.52%	\$	600.30
309-2	52.10	0.39%	\$	444.26
310-2	66.10	0.49%	\$	563.64
311-2	66.10	0.49%	\$	563.64
312-2	65.80	0.49%	\$	561.08
313-2	65.00	0.48%	\$	554.26
314-2	70.20	0.52%	\$	598.60
315-2	70.40	0.52%	\$	600.30
316-2	70.40	0.52%	\$	600.30
401-2	43.20	0.32%	\$	368.37
402-2	52.10	0.39%	\$	444.26
403-2	70.20	0.52%	\$	598.60
404-2	75.30	0.56%	\$	642.09
405-2	75.40	0.56%	\$	642.94
406-2	66.10	0.49%	\$	563.64
407-2	66.10	0.49%	\$	563.64
408-2	70.40	0.52%	\$	600.30
409-2	52.10	0.39%	\$	444.26
410-2	66.10	0.49%	\$	563.64
411-2	66.10	0.49%	\$	563.64
412-2	65.80	0.49%	\$	561.08
413-2	65.00	0.48%	\$	554.26
414-2	70.20	0.52%	\$	598.60
415-2	70.40	0.52%	\$	600.30
416-2	70.40	0.52%	\$	600.30
102-3	70.40	0.52%	\$	600.30
103-3	70.20	0.52%	\$	598.60
104-3	65.00	0.48%	\$	554.26
105-3	65.80	0.49%	\$	561.08
106-3	66.10	0.49%	\$	563.64
107-3	66.10	0.49%	\$	563.64
108-3	52.10	0.39%	\$	444.26
109-3	66.10	0.49%	\$	563.64
110-3	66.10	0.49%	\$	563.64
111-3	70.40	0.52%	\$	600.30
112-3	99.50	0.74%	\$	848.44
113-3	111.80	0.83%	\$	953.32
114-3	70.20	0.52%	\$	598.60
115-3	70.40	0.52%	\$	600.30
201-3	43.20	0.32%	\$	368.37
202-3	70.40	0.52%	\$	600.30
203-3	70.20	0.52%	\$	598.60
204-3	65.00	0.48%	\$	554.26

205-3	65.80	0.49%	\$	561.08
206-3	66.10	0.49%	\$	563.64
207-3	66.10	0.49%	\$	563.64
208-3	52.10	0.39%	\$	444.26
209-3	66.10	0.49%	\$	563.64
210-3	66.10	0.49%	\$	563.64
211-3	70.40	0.52%	\$	600.30
212-3	99.50	0.74%	\$	848.44
213-3	111.80	0.83%	\$	953.32
214-3	70.20	0.52%	\$	598.60
215-3	70.40	0.52%	\$	600.30
301-3	43.20	0.32%	\$	368.37
302-3	70.40	0.52%	\$	600.30
303-3	70.20	0.52%	\$	598.60
304-3	65.00	0.48%	\$	554.26
305-3	65.80	0.49%	\$	561.08
306-3	66.10	0.49%	\$	563.64
307-3	66.10	0.49%	\$	563.64
308-3	52.10	0.39%	\$	444.26
309-3	66.10	0.49%	\$	563.64
310-3	66.10	0.49%	\$	563.64
311-3	70.40	0.52%	\$	600.30
312-3	99.50	0.74%	\$	848.44
313-3	111.80	0.83%	\$	953.32
314-3	70.20	0.52%	\$	598.60
315-3	70.40	0.52%	\$	600.30
401-3	43.20	0.32%	\$	368.37
402-3	70.40	0.52%	\$	600.30
403-3	70.20	0.52%	\$	598.60
406-3	66.10	0.49%	\$	563.64
407-3	66.10	0.49%	\$	563.64
408-3	52.10	0.39%	\$	444.26
409-3	66.10	0.49%	\$	563.64
410-3	66.10	0.49%	\$	563.64
411-3	70.40	0.52%	\$	600.30
412-3	99.50	0.74%	\$	848.44
413-3	111.80	0.83%	\$	953.32
414-3	70.20	0.52%	\$	598.60
415-3	70.40	0.52%	\$	600.30
	13,434	100.00%	\$	114,555.79

Appendix B

JOB SITE

Coldwell Banker- Aria 3521, 3533, 3545 Carrington Rd Ext

3521, 3533, 3545 Carrington R
West Kelowna, BC V4T 2Z9
(250) 860-7500
tjackson@coldwellbanker.ca

PREPARED BY

Ian Merner
Commercial Division & Partner
(250) 878-7943
imerner@certapro.com



CLIENT

Coldwell Banker Horizon Realty Property Management

14 - 1470 Harvey Ave (250) 860-7500
Kelowna, BC V1Y 9K8 jgregson@coldwellbanker.ca

CLIENT CONTACTS

OFFICE & BILLING CONTACT

Tennille Jackson
Strata Manager
W: (250) 860-1411
E: tjackson@coldwellbanker.ca

ALTERNATE OFFICE CONTACT

Logan MacLeod
Assistant to Tennille Jackson
W: (250) 860-1411
E: assistanttj@coldwellbanker.ca

SITE CONTACT

Alex Karpinsky
Maintenance Manager
W: (431) 388-9794
E: ariamaintenance07@gmail.com

PRICING:

Base Price:	\$59,778.00
Subtotal:	\$59,778.00
GST	\$2,988.90
Total:	\$62,766.90

GENERAL SCOPE OF WORK

GENERAL DESCRIPTION: Painting to: The Exterior of your 3 Building Home Owner Association this main proposal will be for the Wood Trim on the Left Side of Building 3 (West Side) including Wood Fascia and Wood Corner Baton, Wood Window Frames, Wood Door Frame and Wood Trim on the Outer Corner Deck Posts Facing West. All Wood Trim will receive proper preparation including a light hand wipe or wash as needed followed by scraping loose and peeling paint followed by a light sand to smooth transition areas where needed and caulking any previously caulked gaps or cracks followed by the application of 2 premium finish coats.

President of HOA: Karen Luniw (250) 882-3885 ariapresidentbc@gmail.com

Includes all safety equipment to safely perform the work based on WorkSafe BC Guidelines.

NOTE: We will ensure we have a multiple Professional fold out signs will be out in the Community to ensure everyone knows we are on site.

Note: We have a dedicated Job Site Supervisor on every project which is your direct contact and he/she works with the autonomy to answer all your daily questions and planning and any concerns. All our JSS's in this Division have been with our Company 10+ Years on Staff and Managed 100's of Projects similar to yours. I will always be available along with Cheryl our Office Manager as she handles all the Financials

Change Request process and any related costs: **Any changes will be estimated and an agreed upon price by the Home Owner Association will be needed before any work proceeds.**

Optional Items: (Included in the Pricing Above)

Optional Item # 1: The Exterior of your 3 Building Home Owner Association this proposal will be for the Wood Trim on the Left Side of Building 1 (South Side) including Wood Fascia and Wood Corner Baton, Wood Window Frames and Wood Trim around the Vents, Wood Door Frame and Wood Trim on the Outer Corner Deck Posts Facing West. All Wood Trim will receive proper preparation including a light hand wipe or wash as needed followed by scraping loose and peeling paint followed by a light sand to smooth transition areas where needed and caulking any previously caulked gaps or cracks followed by the application of 2 premium finish coats in a Similar Trim Color. Excludes All Cement Fiber Board Siding & Trim, Doors, Cement Fiber Boards on the Posts. Interior. Eaves and downspouts. Vinyl windows. Deck Surfaces and Railings. Soffits. Vents. All other areas not listed.

Price: \$4,586.00 + GST

Optional Item # 2: The Exterior of your 3 Building Home Owner Association this proposal will be for the Wood Trim on the Rear Side of Building 1 (West Side) including Wood Fascia and Wood Corner Baton, Wood Window Frames and Wood Trim around the Vents, Wood Door Frame and Wood Trim on the Outer Corner Deck Posts Facing West. All Wood Trim will receive proper preparation including a light hand wipe or wash as needed followed by scraping loose and peeling paint followed by a light sand to smooth transition areas where needed and caulking any previously caulked gaps or cracks followed by the application of 2 premium finish coats in a Similar Trim Color. Excludes All Cement Fiber Board Siding & Trim, Doors, Cement Fiber Boards on the Posts. Interior. Eaves and downspouts. Vinyl windows. Deck Surfaces and Railings. Soffits. Vents. All other areas not listed.

Price: \$20,125.00 + GST

Optional Item # 3: The Exterior of your 3 Building Home Owner Association this proposal will be for the Wood Trim on the Left Side of Building 2 (South Side) including Wood Fascia and Wood Corner Baton, Wood Window Frames and Wood Trim around the Vents, Wood Door Frame and Wood Trim on the Outer Corner Deck Posts Facing West. All Wood Trim will receive proper preparation including a light hand wipe or wash as needed followed by scraping loose and peeling paint followed by a light sand to smooth transition areas where needed and caulking any previously caulked gaps or cracks followed by the application of 2 premium finish coats in a Similar Trim Color. Excludes All Cement Fiber Board Siding & Trim, Doors, Cement Fiber Boards on the Posts. Interior. Eaves and downspouts. Vinyl windows. Deck Surfaces and Railings. Soffits. Vents. All other areas not listed.

Price: \$3,325.00 + GST

Optional Item # 4: The Exterior of your 3 Building Home Owner Association this proposal will be for the Wood Trim on the Left Side of Building 2 (West Side) including Wood Fascia and Wood Corner Baton, Wood Window Frames and Wood Trim around the Vents, Wood Door Frame. All Wood Trim will receive proper preparation including a light hand wipe or wash as needed followed by scraping loose and peeling paint followed by a light sand to smooth transition areas where needed and caulking any previously caulked gaps or cracks followed by the application of 2 premium finish coats in a Similar Trim Color. Excludes All Cement Fiber Board Siding & Trim, Doors, Cement Fiber Boards on the Posts. Interior. Eaves and downspouts. Vinyl windows. Deck Surfaces and Railings. Soffits. Vents. All other areas not listed.

Price: \$20,552.00 + GST

Optional Item # 5: Includes Boom Lift Rental for 1 Month 80-86 Ft to safely access upper Wood Trim. Includes Delivery and Fuel.

Price: \$9,000.00 + GST

We work with and Paint regularly through the Year: RCMP, IHA, Most Strata Management Companies in the Region (APM, Coldwell Banker, Pacific Quorum, Lifestyles and many more, 100's of self Managed Strata's, Earls, Our Lady of Lourdes Church and School, Baptist Housing, City of West Kelowna, Town of Oliver, we paint Sparkling Hill for their 2 Week Winter shut down every Year in mid January, and many others.

We work with all the Strata Management Companies in the Region (APM, Coldwell Banker, Pacific Quorum, Lifestyles Strata, Colliers) we also work with many self Managed Strata Properties. We have painted the Wedgewood at the Corner of Gordon and Sutherland a very large Stucco Building Multiple Colors all in Cloverdale Towerthon Elastomeric, Fascieux Creek Estates 3365 Casorso Road last year which is very close to you 18 Unit Strata all Stucco Homes and Trim very similar job with scope of work all in Cloverdale Towerthon Elastomeric. Site Contact: Kyle Strachan Phone: (587) 586-5578 kylestrachan@outlook.com Unit #14, Sunset Ranch Fairway 3 in Multiple Phases back again this coming year. Contact: John Perrie 250-317-2286, Canyon Ridge Strata a very large Unit Single home Strata that is larger than your own which we have completed 2 Phases over the past 3 Years and they went with another Contractor last year and will be going back to our Professional Services again this year. Contact: Bob Munro 250-899-3421 We Painted Waterscapes last year Heron 1 and 2 and the Townhomes they are Strata Managed by APM by a colleague of your Strata Manager Thomas which we have worked with for 10+ years on 50+ Strata's! Contact: Hannah Verkerk (250) 869-8791, We painted a private very large Strata called Fairway 3 last Year on Shannon Lake Golf Course all Stucco including Stucco Perimeter Fencing all in Cloverdale Towerthon Elastomeric Contact: Dave Cookson (778) 754-1946. We have 100's of more references!

We are Fully Licensed and Insured to work in the City of West Kelowna and the Okanagan and across Canada, we carry \$5 Million Dollars in Liability insurance and Full WorkSafe BC Coverage for all our Staff. We offer a 2 Year Written Warranty on all of our Work.

Payment Schedule: 35% Booking Deposit, 35% at Start up Stage, 30% or the balance due on completion. Please Note: We accept VISA and MASTERCARD as Payments with a 2.6% Processing Fee added to the total amount being processed for credit cards only. If you are expecting to pay using your credit card please notify our office for arrangements. We also accept etransfer. To be sent to: okanaganoffice@certapro.com

INCLUDES AND EXCLUDES

INCLUDES:

The Exterior of your 3 Building Home Owner Association this main proposal will be for the Wood Trim on the Left Side of Building 3 (West Side) including Wood Fascia and Wood Corner Baton, Wood Window Frames, Wood Door Frame and Wood Trim on the Outer Corner Deck Posts Facing West. All Wood Trim will receive proper preparation including a light hand wipe or wash as needed followed by scraping loose and peeling paint followed by a light sand to smooth transition areas where needed and caulking any previously caulked gaps or cracks followed by the application of 2 premium finish coats.

EXCLUDES:

All Cement Fiber Board Siding & Trim, Doors, Cement Fiber Boards on the Posts. Interior. Eaves and downspouts. Vinyl windows. Deck Surfaces and Railings. Soffits. Vents. Garbage Area Wood Trim Surrounds. Fencing. Out Buildings. Sign Buildings. All other areas not listed.

SURFACE PREPARATION

- Caulking: Caulk gaps and cracks to seal out bugs, moisture & drafts.
- Sanding: Scuff sand glossy surfaces to improve appearance & facilitate adhesion & smooth transition
- Scraping: Scrape loose & peeling paint to ensure a firm base for proper finish coat adhesion.

STANDARD LEVEL OF PREP

Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. This includes the following:

- Wash or wipe down surfaces being painted.
- Scrape and sand loose and peeling paint. Please Note** Scraping and sanding will not result in a smooth finish. There will be ups and downs where paint was removed.
- Spot priming bare wood and metal in areas being painted. We do not spot prime areas being stained.
- Window glazing if we are painting windows.
- Puttying, caulking, and wood filling as needed. We only caulk areas that were previously caulked and are missing or failing. We only remove caulking that is failing.
- Masonry Patching where needed. Please Note** Masonry patching will not mimic the current texture of the masonry surface.

This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.
- Resculpting trim and siding where damaged.
- Stripping existing surface coating.

SET-UP

CUSTOMER TO:

Ensure we have access to all areas of the buildings and Units for painting. Ensure all items are removed off and away from trim to be painted. Strata to ensure bushes are trimmed back and won't be right against trim.

CERTAPRO WILL COVER & PROTECT

All areas not getting Painted.

CERTAPRO WILL

Ensure all areas are covered and protected.

CLEAN UP

Daily: Ladders are taken down and stored in a designated area along with all other tools and supplies. All debris will be swept and removed from the property or deposited in the appropriate trash receptacle according to the customer's preference. Upon Completion: All tools, supplies & equipment will be removed from the property.

PAINT SPECIFICATIONS

Wood Fascia & Corner Baton: Sherwin Williams, SuperDeck Solid Color Stain Self Priming 9600 Series Color: Customer is Providing
 Wood Window Frames and Wood Vent Trim: Sherwin Williams, SuperDeck Solid Color Stain Self Priming 9600 Series Color: Customer is Providing
 Wood Door Frames: Sherwin Williams, SuperDeck Solid Color Stain Self Priming 9600 Series Color: Customer is Providing
 Wood Post Trim: Sherwin Williams, SuperDeck Solid Color Stain Self Priming 9600 Series Color: Customer is Providing

ADDENDUM - ALL PICTURES



Before Picture showing the Left Side (South Side) of Building 1 Showing Wood Trim to be Painted



Before Picture showing the Rear Side (West Side) of Building 1 & 2 Showing Wood Trim to be Painted



Before Picture showing the Left Side (South Side) of Building 2 Showing Wood Trim to be Painted



Before Picture showing the Left Side (West Side) of Building 3 Showing Wood Trim to be Painted



Front entry sign to the community

NOTES

OUR CERTAINTY SERVICES SYSTEM: To ensure that the project meets your expectations, we will:

- Meet with you at the beginning of the project to ensure all information is up to date and accurate.
- Communicate with you daily to inform you of what has been completed, what will be done tomorrow and any possible issues.
- And finally, have you do a final inspection with us to make sure that you are completely satisfied with the completed project.

ADDITIONAL NOTES

PICKING YOUR COLORS

We will need to color name, color number, and sheen that you would like us to use. Color choices should be given to CertaPro no later than 5 days before your projects start date to avoid delays.

ROTTING WOOD

If rotted wood is identified during the painting project, you will be notified. It is not always possible to identify rotting wood during the estimating process.

SIGNATURES

05/15/2025

CertaPro Painters Authorized Signature

Date

Authorized Client Signature

Date

Authorized Client Representative Name & Title

Client

PROPERTY PHOTO AND VIDEO RELEASE

By checking this box, I consent to CertaPro and its agents taking photographs and videos of the property identified in the Proposal and using that content for marketing and advertising purposes. I represent that I have authority to grant this consent, either on my own behalf or on behalf of the property owner.

PAYMENT DETAILS

Payment is due: Scheduled payments (to be determined)

COMMERCIAL DEFINITIONS AND CONDITIONS OF THIS CONTRACT

RELATIONSHIP — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

COLORS — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the independent Contractor will have to charge for time and material expenses incurred on the original color.

UNFORESEEN CONDITIONS — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

PROPOSAL — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

ATTENTION CLIENT:

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

NOTICE OF CANCELLATION

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE. IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE; OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK. IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION. IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT. TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller **CertaPro Painters of the Okanagan**

DATE OF TRANSACTION _____

NOT LATER THAN MIDNIGHT OF _____

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature)

(Date)

LIMITED TWO YEAR WARRANTY

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

THIS LIMITED WARRANTY DOES NOT COVER:

- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
 - mill-glazing from smooth cedar
 - ordinary wear and tear.
 - abnormal use or misuse.
 - peeling of layers of paint existing prior to the work performed by the Contractor.
 - structural defects.
 - settling or movement.
 - moisture content of the substrate.
 - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
 - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

FOR THIS WARRANTY TO BE VALID, YOU MUST:

- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.

ARIA
Homeowners Corporation
SPECIAL ASSESSMENT
Exterior Painting Select Areas

Special Levy for Resolution #3

Special levy amount	----- \$62,767 -----
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Total Expenses	\$62,767 -----
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			Total
			\$ 62,766.90
Unit	Unit Entitlement	% Of Total Unit Entitlement	Amount Due September 1st
102-1	96.40	0.72%	\$ 450.39
103-1	96.00	0.71%	\$ 448.52
104-1	109.10	0.81%	\$ 509.73
105-1	110.20	0.82%	\$ 514.87
106-1	96.20	0.72%	\$ 449.46
107-1	94.90	0.71%	\$ 443.38
108-1	96.60	0.72%	\$ 451.33
201-1	43.00	0.32%	\$ 200.90
202-1	96.20	0.72%	\$ 449.46
203-1	96.00	0.71%	\$ 448.52
204-1	119.00	0.89%	\$ 555.98
205-1	110.20	0.82%	\$ 514.87
206-1	96.20	0.72%	\$ 449.46
207-1	94.90	0.71%	\$ 443.38
208-1	96.20	0.72%	\$ 449.46
209-1	96.20	0.72%	\$ 449.46
210-1	96.20	0.72%	\$ 449.46
211-1	96.10	0.72%	\$ 448.99
212-1	85.20	0.63%	\$ 398.06
213-1	96.00	0.71%	\$ 448.52
214-1	94.70	0.70%	\$ 442.45
301-1	50.80	0.38%	\$ 237.34
302-1	96.20	0.72%	\$ 449.46
303-1	96.00	0.71%	\$ 448.52
304-1	119.00	0.89%	\$ 555.98
305-1	110.20	0.82%	\$ 514.87
306-1	96.20	0.72%	\$ 449.46
307-1	94.90	0.71%	\$ 443.38
308-1	96.20	0.72%	\$ 449.46
309-1	96.20	0.72%	\$ 449.46
310-1	96.20	0.72%	\$ 449.46
311-1	96.10	0.72%	\$ 448.99
312-1	95.00	0.71%	\$ 443.85
313-1	96.00	0.71%	\$ 448.52
314-1	94.70	0.70%	\$ 442.45
401-1	50.80	0.38%	\$ 237.34
402-1	96.20	0.72%	\$ 449.46
403-1	96.00	0.71%	\$ 448.52
404-1	119.00	0.89%	\$ 555.98
405-1	110.20	0.82%	\$ 514.87
406-1	96.20	0.72%	\$ 449.46
407-1	94.90	0.71%	\$ 443.38
408-1	96.20	0.72%	\$ 449.46
409-1	96.20	0.72%	\$ 449.46
410-1	96.20	0.72%	\$ 449.46
411-1	96.10	0.72%	\$ 448.99
412-1	95.00	0.71%	\$ 443.85
413-1	96.00	0.71%	\$ 448.52
414-1	94.70	0.70%	\$ 442.45
509-1	96.20	0.72%	\$ 449.46
510-1	96.20	0.72%	\$ 449.46
511-1	96.10	0.72%	\$ 448.99
512-1	95.00	0.71%	\$ 443.85
513-1	96.00	0.71%	\$ 448.52
514-1	96.00	0.71%	\$ 448.52
102-2	52.10	0.39%	\$ 243.42
103-2	70.20	0.52%	\$ 327.98
104-2	75.30	0.56%	\$ 351.81
105-2	75.40	0.56%	\$ 352.28
106-2	66.10	0.49%	\$ 308.83
107-2	66.10	0.49%	\$ 308.83
108-2	70.40	0.52%	\$ 328.92
109-2	52.10	0.39%	\$ 243.42
110-2	66.10	0.49%	\$ 308.83
111-2	66.10	0.49%	\$ 308.83
112-2	65.80	0.49%	\$ 307.42

113-2	65.00	0.48%	\$	303.69
114-2	70.20	0.52%	\$	327.98
115-2	70.40	0.52%	\$	328.92
116-2	70.40	0.52%	\$	328.92
201-2	43.20	0.32%	\$	201.83
202-2	52.10	0.39%	\$	243.42
203-2	70.20	0.52%	\$	327.98
204-2	75.30	0.56%	\$	351.81
205-2	75.40	0.56%	\$	352.28
206-2	66.10	0.49%	\$	308.83
207-2	66.10	0.49%	\$	308.83
208-2	70.40	0.52%	\$	328.92
209-2	52.10	0.39%	\$	243.42
210-2	66.10	0.49%	\$	308.83
211-2	66.10	0.49%	\$	308.83
212-2	65.80	0.49%	\$	307.42
213-2	65.00	0.48%	\$	303.69
214-2	70.20	0.52%	\$	327.98
215-2	70.40	0.52%	\$	328.92
216-2	70.40	0.52%	\$	328.92
301-2	43.20	0.32%	\$	201.83
302-2	52.10	0.39%	\$	243.42
303-2	70.20	0.52%	\$	327.98
304-2	75.30	0.56%	\$	351.81
305-2	75.40	0.56%	\$	352.28
306-2	66.10	0.49%	\$	308.83
307-2	66.10	0.49%	\$	308.83
308-2	70.40	0.52%	\$	328.92
309-2	52.10	0.39%	\$	243.42
310-2	66.10	0.49%	\$	308.83
311-2	66.10	0.49%	\$	308.83
312-2	65.80	0.49%	\$	307.42
313-2	65.00	0.48%	\$	303.69
314-2	70.20	0.52%	\$	327.98
315-2	70.40	0.52%	\$	328.92
316-2	70.40	0.52%	\$	328.92
401-2	43.20	0.32%	\$	201.83
402-2	52.10	0.39%	\$	243.42
403-2	70.20	0.52%	\$	327.98
404-2	75.30	0.56%	\$	351.81
405-2	75.40	0.56%	\$	352.28
406-2	66.10	0.49%	\$	308.83
407-2	66.10	0.49%	\$	308.83
408-2	70.40	0.52%	\$	328.92
409-2	52.10	0.39%	\$	243.42
410-2	66.10	0.49%	\$	308.83
411-2	66.10	0.49%	\$	308.83
412-2	65.80	0.49%	\$	307.42
413-2	65.00	0.48%	\$	303.69
414-2	70.20	0.52%	\$	327.98
415-2	70.40	0.52%	\$	328.92
416-2	70.40	0.52%	\$	328.92
102-3	70.40	0.52%	\$	328.92
103-3	70.20	0.52%	\$	327.98
104-3	65.00	0.48%	\$	303.69
105-3	65.80	0.49%	\$	307.42
106-3	66.10	0.49%	\$	308.83
107-3	66.10	0.49%	\$	308.83
108-3	52.10	0.39%	\$	243.42
109-3	66.10	0.49%	\$	308.83
110-3	66.10	0.49%	\$	308.83
111-3	70.40	0.52%	\$	328.92
112-3	99.50	0.74%	\$	464.87
113-3	111.80	0.83%	\$	522.34
114-3	70.20	0.52%	\$	327.98
115-3	70.40	0.52%	\$	328.92
201-3	43.20	0.32%	\$	201.83
202-3	70.40	0.52%	\$	328.92
203-3	70.20	0.52%	\$	327.98
204-3	65.00	0.48%	\$	303.69

205-3	65.80	0.49%	\$ 307.42
206-3	66.10	0.49%	\$ 308.83
207-3	66.10	0.49%	\$ 308.83
208-3	52.10	0.39%	\$ 243.42
209-3	66.10	0.49%	\$ 308.83
210-3	66.10	0.49%	\$ 308.83
211-3	70.40	0.52%	\$ 328.92
212-3	99.50	0.74%	\$ 464.87
213-3	111.80	0.83%	\$ 522.34
214-3	70.20	0.52%	\$ 327.98
215-3	70.40	0.52%	\$ 328.92
301-3	43.20	0.32%	\$ 201.83
302-3	70.40	0.52%	\$ 328.92
303-3	70.20	0.52%	\$ 327.98
304-3	65.00	0.48%	\$ 303.69
305-3	65.80	0.49%	\$ 307.42
306-3	66.10	0.49%	\$ 308.83
307-3	66.10	0.49%	\$ 308.83
308-3	52.10	0.39%	\$ 243.42
309-3	66.10	0.49%	\$ 308.83
310-3	66.10	0.49%	\$ 308.83
311-3	70.40	0.52%	\$ 328.92
312-3	99.50	0.74%	\$ 464.87
313-3	111.80	0.83%	\$ 522.34
314-3	70.20	0.52%	\$ 327.98
315-3	70.40	0.52%	\$ 328.92
401-3	43.20	0.32%	\$ 201.83
402-3	70.40	0.52%	\$ 328.92
403-3	70.20	0.52%	\$ 327.98
406-3	66.10	0.49%	\$ 308.83
407-3	66.10	0.49%	\$ 308.83
408-3	52.10	0.39%	\$ 243.42
409-3	66.10	0.49%	\$ 308.83
410-3	66.10	0.49%	\$ 308.83
411-3	70.40	0.52%	\$ 328.92
412-3	99.50	0.74%	\$ 464.87
413-3	111.80	0.83%	\$ 522.34
414-3	70.20	0.52%	\$ 327.98
415-3	70.40	0.52%	\$ 328.92
13,434	100.00%	\$	62,766.90



Client: 5255699

Printed on: 2025-05-26

Created on: 5-1-2025

Coldwell Banker
Attn: Judith Gregson
14 - 1470 Harvey Avenue
Kelowna, BC V1Y 9K8

Bartlett Tree Experts
Alexandre Topart - Representative
991 Ellis Street
Kelowna, BC V1Y 1Z3
Business: 250-763-6336
E-Mail Address: atopart@bartlett.com

Property Address: 3521 Carrington Road, Aria Apartments H.O.A., West Kelowna, BC V4T 2Z8

The following program is recommended for certain trees and shrubs on your property. In addition to a thorough plant health care program, or the specific services recommended, Bartlett Tree Experts also recommends having a tree risk assessment qualified arborist conduct a tree risk assessment on your property periodically to assist you in identifying potential risks of tree or limb failure and the potential consequences of such tree or limb failure relating to your trees and shrubs. An inspection of trees or shrubs for the purpose of writing a recommendation or conducting plant health care or tree care services is not a tree risk assessment. THIS IS NOT AN INVOICE.

Soil Care and Fertilization: Spring and Fall 25

Boost Liquid Treatment

Apply Boost Okanagan 17-0-4-2.5S with micronutrients to the following plants and locations to help promote growth and vitality.

- boxwood hedge group located at the back left of building 3545
- boxwood hedge group located at the front of building 3545
- dogwood located at the left-side of entrance of building 3521
- dogwood located at the right-side of building entrance 3521
- Dogwood located at the left of entrance building 3545

Provide 2 treatments at 420.00 per treatment.

Estimated Treatment Dates: 3-21-2025, 10-24-2025.

Amount: \$840.00

Tax: \$42.00

Tree and Shrub Work:

Natural Pruning

Species	Location
6 Pines group	in the parking lot area

Goals:

- raise the lower canopy by 4 to 5ft to provide clearance for the parking spot and road

Specifications:

- Remove dead, live branches as needed
- Remove all debris

Amount: \$456.00

Tax: \$22.80

Tree and Shrub Work:

Natural Pruning

Species	Location
2 large autumn blaze maple group	in the parking lot

Goals:

- raise the lower canopy to allow truck and Car traffic without damaging the structure of the tree
- reduce the over extended limbs to bring them back into shape
- provide clearance of lamp-post
- crown reduction by 4ft to contain the trees in their space
- reduce or subordinate co-dominant stems to reduce the risk of failure

Specifications:

- Reduce and/or remove dead, live branches as needed
- Remove all debris

Amount: \$1,368.00

Tax: \$68.40

Natural Pruning

Species	Location
3 corkscrew willow group	either side of bulding 3521 and front of the building

Goals:

- Deadwood
- thin by 20%
- reduce the spread growing towards the building
- raise the lower canopy over the road and parking stole

Specifications:

- Reduce and/or remove dead, live branches as needed
- Remove all debris

Amount: \$684.00

Tax: \$34.20

Natural Pruning

Species	Location
dogwood	right-side of building entrance 3521
purple leaf plum	right-side of building 3521

Goals:

- Deadwood
- thin by 20%
- reduce hairy tips to bring the tree back in shape
- raise the canopy over the sidewalk to allow foot traffic without people hitting the branches

Specifications:

- Reduce and/or remove dead, live branches as needed
- Remove all debris

Amount: \$350.00

Tax: \$17.50

Natural Pruning

Species	Location
2 honey locust group	on either side of entrance of the complex

Goals:

- provide clearance of the road and building signs
- Deadwood
- thin by 20%
- reduce over extended limbs to bring the tree back in shape

Specifications:

- Reduce and/or remove dead, live branches as needed
- Remove all debris

Amount: \$741.00

Tax: \$37.05

Natural Pruning

Species	Location
Japanese Maple	back of building 3521
2 Japanese Maple group	front of parking stole 16-15
1 Japanese maple	left of Garage entrance
Japanese Maple	back of building 3545
2 Japanese Maple group	on either side of building 3521

Goals:

- Deadwood
- thin by 20%
- remove the sucker growth
- pruning plan to bring the tree back into a tree and not a shrub.

Specifications:

- Reduce and/or remove dead, live branches as needed
- Remove all debris

Arborist Notes:

- the Japanese Maple through the complex got neglatade throughout the years and the landscaper did shear them each create a crazy amount of sucker growth each year and make the tree very dense on the inside canopy.

i will suggest getting them on a two to three plan to re-create a proper branching structure and do some selective pruning to bring them back as a tree and not a shrub.

Amount: \$1,710.00

Tax: \$85.50

Natural Pruning

Species	Location
Mulberry	back of building 3521 on the fence line

Goals:

- thin and deadwood the canopy
- reduce over-extended limb to bring the tree into shape

Specifications:

- Reduce and/or remove dead, live branches as needed
- Remove all debris

Amount: \$171.00

Tax: \$8.55

Supplemental Support

Install 1 supplemental support brace rod in 2 large autumn blaze maple group located at the in the parking lot to limit stem movement to reduce the risk of stem failure. Brace rods require periodic inspection for evidence of fatigue and to verify functionality. Please contact your Bartlett Arborist to schedule the inspection each year.

Arborist Notes:

- the Autumn Blaze Maple is a fast growing tree species, that come with defects like co-dominants stems or bark inclusion, which could split over time due to the expansion of the stems, they are pushing against each other and compete for space.

i will suggest bolting or cabling those unions to maintain the sway of the tree as one.

Amount: \$500.00

Tax: \$25.00

Natural Pruning

Species	Location
Dogwood	left of entrance building 3545

Goals:

- thin and deadwood the canopy
- reduce the spread away from the building and match the remaining of the canopy

Specifications:

- Reduce and/or remove dead, live branches as needed
- Remove all debris

Amount: \$148.20

Tax: \$7.41

Natural Pruning

Species	Location
Dogwood	back of building 3545

Goals:

- prune the tree away from the building
- thin and deadwood the canopy

Specifications:

- Reduce and/or remove dead, live branches as needed
- Remove all debris

Amount: \$148.20

Tax: \$7.41

Landscape: Spring 2026

Landscaping

Install the following plants at the front of house:

- (2) 7-8ft Purple leaf plum

according to the following specifications:

- Guarantee is valid only if customer supplies sufficient water to sustain plant growth and the Monitor IPM program included on this proposal is accepted.
- The planting area will be mulched.

Arborist Notes:

- this will concern the replacement of the trees that got removed in the fall of 2023 in front building.

i will suggest re-planting another species instead of Purple leaf plum as purple leaf plum are not doing well in the Okanagan over a couple of years due to the drastic changes of weather pattern.

the cost of the trees will be added on the bill, usually the cost will exceed 300\$/ trees.

i will suggest Saucier Magnolia.

Amount: \$550.00

Tax: \$27.50

Root Invigoration: Spring 2026

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of the following property items:

- large pine located at the by fire hydrant
- Beech located at the left of parking stole 32
- dogwood located at the left-side of entrance of building 3521

using an Air-Spade to improve soil health and promote root development and function. A radius of approximately 4 metres from the trunk will be cultivated to a depth of 15-20 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Biochar will be added to the soil during cultivation.
- Mulch will be applied to an approximate depth of 4 inches to the treated area following cultivation.

Arborist Notes:

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After discussion with a strata council, and a secondary inspection the pine tree is not in a great shape, the rocks and landscape fabric are wrapping around the trunk and start chocking the tree, if nothing is done the tree will keep declining, i will suggest removing the rock and landscape fabric and applying mulch after the root have been expose and treated. Similar issue with the beech tree.

the tree will need to be monitored by Aria personnel.

Amount: \$1,188.00

Tax: \$59.40

Total Amount: \$8,854.40

Total Tax: \$442.72

Total: \$9,297.12

Please review the terms and conditions attached, which become part of the agreement, and sign and return one copy authorizing the program.

(Customer Signature)

(Date)

(Bartlett Representative - Alexandre Topart)

2025-05-26

(Date)

* Sales tax added where applicable. Prices are guaranteed if accepted within thirty days.

All accounts are net payable upon receipt of invoice.

Work is done in accordance with ANSI A300 Tree Care Standards.

GST Reg# 887944395 WSBC # 715179

A Job Site Safety Analysis was completed for your property, please contact your arborist for further details.

Bartlett Tree Experts does not sell client information to third parties. However, Bartlett may need to retain client information for digital advertising purposes. For further information on the type of client information collected, the purpose for which information may be used, and any client's ability to access and/or opt out of such use, please visit Bartlett's privacy policy on our website: <https://www.bartlett.com/privacy-policy.cfm>

ARIA
Homeowners Corporation
SPECIAL ASSESSMENT
Fall 2025 and Spring 2026 Soil/Tree & Shrub

Special Levy for Resolution #4

Special levy amount	----- \$9,297
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Total Expenses	----- \$9,297 -----
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			Total
			\$ 8,297.00
Unit	Unit Entitlement	% Of Total Unit Entitlement	Amount Due September 1st
102-1	96.40	0.72%	\$ 66.71
103-1	96.00	0.71%	\$ 66.43
104-1	109.10	0.81%	\$ 75.50
105-1	110.20	0.82%	\$ 76.26
106-1	96.20	0.72%	\$ 66.57
107-1	94.90	0.71%	\$ 65.67
108-1	96.60	0.72%	\$ 66.85
201-1	43.00	0.32%	\$ 29.76
202-1	96.20	0.72%	\$ 66.57
203-1	96.00	0.71%	\$ 66.43
204-1	119.00	0.89%	\$ 82.35
205-1	110.20	0.82%	\$ 76.26
206-1	96.20	0.72%	\$ 66.57
207-1	94.90	0.71%	\$ 65.67
208-1	96.20	0.72%	\$ 66.57
209-1	96.20	0.72%	\$ 66.57
210-1	96.20	0.72%	\$ 66.57
211-1	96.10	0.72%	\$ 66.50
212-1	85.20	0.63%	\$ 58.96
213-1	96.00	0.71%	\$ 66.43
214-1	94.70	0.70%	\$ 65.54
301-1	50.80	0.38%	\$ 35.16
302-1	96.20	0.72%	\$ 66.57
303-1	96.00	0.71%	\$ 66.43
304-1	119.00	0.89%	\$ 82.35
305-1	110.20	0.82%	\$ 76.26
306-1	96.20	0.72%	\$ 66.57
307-1	94.90	0.71%	\$ 65.67
308-1	96.20	0.72%	\$ 66.57
309-1	96.20	0.72%	\$ 66.57
310-1	96.20	0.72%	\$ 66.57
311-1	96.10	0.72%	\$ 66.50
312-1	95.00	0.71%	\$ 65.74
313-1	96.00	0.71%	\$ 66.43
314-1	94.70	0.70%	\$ 65.54
401-1	50.80	0.38%	\$ 35.16
402-1	96.20	0.72%	\$ 66.57
403-1	96.00	0.71%	\$ 66.43
404-1	119.00	0.89%	\$ 82.35
405-1	110.20	0.82%	\$ 76.26
406-1	96.20	0.72%	\$ 66.57
407-1	94.90	0.71%	\$ 65.67
408-1	96.20	0.72%	\$ 66.57
409-1	96.20	0.72%	\$ 66.57
410-1	96.20	0.72%	\$ 66.57
411-1	96.10	0.72%	\$ 66.50
412-1	95.00	0.71%	\$ 65.74
413-1	96.00	0.71%	\$ 66.43
414-1	94.70	0.70%	\$ 65.54
509-1	96.20	0.72%	\$ 66.57
510-1	96.20	0.72%	\$ 66.57
511-1	96.10	0.72%	\$ 66.50
512-1	95.00	0.71%	\$ 65.74
513-1	96.00	0.71%	\$ 66.43
514-1	96.00	0.71%	\$ 66.43
102-2	52.10	0.39%	\$ 36.05
103-2	70.20	0.52%	\$ 48.58
104-2	75.30	0.56%	\$ 52.11
105-2	75.40	0.56%	\$ 52.18
106-2	66.10	0.49%	\$ 45.74
107-2	66.10	0.49%	\$ 45.74
108-2	70.40	0.52%	\$ 48.72
109-2	52.10	0.39%	\$ 36.05
110-2	66.10	0.49%	\$ 45.74
111-2	66.10	0.49%	\$ 45.74
112-2	65.80	0.49%	\$ 45.54

113-2	65.00	0.48%	\$	44.98
114-2	70.20	0.52%	\$	48.58
115-2	70.40	0.52%	\$	48.72
116-2	70.40	0.52%	\$	48.72
201-2	43.20	0.32%	\$	29.90
202-2	52.10	0.39%	\$	36.05
203-2	70.20	0.52%	\$	48.58
204-2	75.30	0.56%	\$	52.11
205-2	75.40	0.56%	\$	52.18
206-2	66.10	0.49%	\$	45.74
207-2	66.10	0.49%	\$	45.74
208-2	70.40	0.52%	\$	48.72
209-2	52.10	0.39%	\$	36.05
210-2	66.10	0.49%	\$	45.74
211-2	66.10	0.49%	\$	45.74
212-2	65.80	0.49%	\$	45.54
213-2	65.00	0.48%	\$	44.98
214-2	70.20	0.52%	\$	48.58
215-2	70.40	0.52%	\$	48.72
216-2	70.40	0.52%	\$	48.72
301-2	43.20	0.32%	\$	29.90
302-2	52.10	0.39%	\$	36.05
303-2	70.20	0.52%	\$	48.58
304-2	75.30	0.56%	\$	52.11
305-2	75.40	0.56%	\$	52.18
306-2	66.10	0.49%	\$	45.74
307-2	66.10	0.49%	\$	45.74
308-2	70.40	0.52%	\$	48.72
309-2	52.10	0.39%	\$	36.05
310-2	66.10	0.49%	\$	45.74
311-2	66.10	0.49%	\$	45.74
312-2	65.80	0.49%	\$	45.54
313-2	65.00	0.48%	\$	44.98
314-2	70.20	0.52%	\$	48.58
315-2	70.40	0.52%	\$	48.72
316-2	70.40	0.52%	\$	48.72
401-2	43.20	0.32%	\$	29.90
402-2	52.10	0.39%	\$	36.05
403-2	70.20	0.52%	\$	48.58
404-2	75.30	0.56%	\$	52.11
405-2	75.40	0.56%	\$	52.18
406-2	66.10	0.49%	\$	45.74
407-2	66.10	0.49%	\$	45.74
408-2	70.40	0.52%	\$	48.72
409-2	52.10	0.39%	\$	36.05
410-2	66.10	0.49%	\$	45.74
411-2	66.10	0.49%	\$	45.74
412-2	65.80	0.49%	\$	45.54
413-2	65.00	0.48%	\$	44.98
414-2	70.20	0.52%	\$	48.58
415-2	70.40	0.52%	\$	48.72
416-2	70.40	0.52%	\$	48.72
102-3	70.40	0.52%	\$	48.72
103-3	70.20	0.52%	\$	48.58
104-3	65.00	0.48%	\$	44.98
105-3	65.80	0.49%	\$	45.54
106-3	66.10	0.49%	\$	45.74
107-3	66.10	0.49%	\$	45.74
108-3	52.10	0.39%	\$	36.05
109-3	66.10	0.49%	\$	45.74
110-3	66.10	0.49%	\$	45.74
111-3	70.40	0.52%	\$	48.72
112-3	99.50	0.74%	\$	68.86
113-3	111.80	0.83%	\$	77.37
114-3	70.20	0.52%	\$	48.58
115-3	70.40	0.52%	\$	48.72
201-3	43.20	0.32%	\$	29.90
202-3	70.40	0.52%	\$	48.72
203-3	70.20	0.52%	\$	48.58
204-3	65.00	0.48%	\$	44.98

205-3	65.80	0.49%	\$	45.54
206-3	66.10	0.49%	\$	45.74
207-3	66.10	0.49%	\$	45.74
208-3	52.10	0.39%	\$	36.05
209-3	66.10	0.49%	\$	45.74
210-3	66.10	0.49%	\$	45.74
211-3	70.40	0.52%	\$	48.72
212-3	99.50	0.74%	\$	68.86
213-3	111.80	0.83%	\$	77.37
214-3	70.20	0.52%	\$	48.58
215-3	70.40	0.52%	\$	48.72
301-3	43.20	0.32%	\$	29.90
302-3	70.40	0.52%	\$	48.72
303-3	70.20	0.52%	\$	48.58
304-3	65.00	0.48%	\$	44.98
305-3	65.80	0.49%	\$	45.54
306-3	66.10	0.49%	\$	45.74
307-3	66.10	0.49%	\$	45.74
308-3	52.10	0.39%	\$	36.05
309-3	66.10	0.49%	\$	45.74
310-3	66.10	0.49%	\$	45.74
311-3	70.40	0.52%	\$	48.72
312-3	99.50	0.74%	\$	68.86
313-3	111.80	0.83%	\$	77.37
314-3	70.20	0.52%	\$	48.58
315-3	70.40	0.52%	\$	48.72
401-3	43.20	0.32%	\$	29.90
402-3	70.40	0.52%	\$	48.72
403-3	70.20	0.52%	\$	48.58
406-3	66.10	0.49%	\$	45.74
407-3	66.10	0.49%	\$	45.74
408-3	52.10	0.39%	\$	36.05
409-3	66.10	0.49%	\$	45.74
410-3	66.10	0.49%	\$	45.74
411-3	70.40	0.52%	\$	48.72
412-3	99.50	0.74%	\$	68.86
413-3	111.80	0.83%	\$	77.37
414-3	70.20	0.52%	\$	48.58
415-3	70.40	0.52%	\$	48.72
	13,434	100.00%	\$	9,297.00