

2013 Annual Report



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Introduction by the Chair

Our community has certainly seen a lot of change since the first residents moved into Hampton Place in the early 1990s. We have grown from one private neighbourhood nestled on the edge of the campus to five lively neighbourhoods woven into the larger UBC community. Our numbers have grown from less than 2,000 residents to over 8,000 of all ages and backgrounds. At the same time, the UNA has evolved from its modest beginnings in 2002, developing in response to changing community needs. While our work is far from done, it is important for us to pause in the midst of our busy lives and celebrate the many achievements of the past year.

When the UNA was first established in 2002, the Board of Directors had one appointed Resident Director. This past year, a **fifth elected Resident Director** position was added to the Board. Additionally, two important Board policies were developed. The **Conflict of Interest policy** and the **Board Appointment of an Elected Director policy** reflect the Board's commitment to transparency and accountability.

The UNA strives to provide meaningful opportunities for residents to engage with their community. In addition to **programming** and **community events**, we have hosted numerous **public consultations** this past year. We are especially proud of the **Listen In series** through which the UNA was able to hear more about the lives and issues of residents. We are also evolving in how we communicate with residents. Twitter is the latest addition to our **growing online network** and an editorial policy is in the works for one of our most established communication tools, *The Campus Resident*.

As our population grows, the UNA continues to work with UBC to ensure our **community infrastructure** meets our changing needs. This year we celebrated the opening of two **new parks** and the **UBC Skatepark**. Additionally, construction will begin shortly on the **Wesbrook Community Centre**. The **new parking management strategy** will help address on-street parking concerns. And the opening of the new high school by the Vancouver School Board, along with plans for a new elementary school, provided the UNA with an opportunity to team up with UBC in promoting active transportation through the **Walk'n Roll to School initiative**.

We continue to work hard to minimize the impacts of our growing community on the environment. The **Community Zero Waste Challenge** and the **Community Energy and Emissions Plan (CEEP)** are but two examples of the UNA's commitment to sustainability in action.

Change is impossible without the work of the whole community. The roots of the UNA that allow us to stretch and grow are the residents. This past year you contributed over **3,000 volunteer hours** to the community, led innovative programs in your neighbourhoods, and contributed to valuable discussions on the future of UTown. Your involvement, along with the dedication and hard work of the UNA staff and Board of Directors, shapes our community's future.

It's an exciting time in the history of the UNA and I have been honoured to serve as your chair this past year.

Richard Alexander



“ Continuity gives us roots; change gives us branches, letting us stretch and grow and reach new heights.

-Pauline R. Kezer.

UNA Board of Directors



Left to right: Erica Frank, Thomas Beyer, Ian Burgess, Shaohong Wu, Charles Menzies, Kiran Mahal, Richard Alexander, Nancy Knight.

The UNA Board of Directors is comprised of 5 residential directors elected by UNA members, 2 directors appointed by UBC and 1 director appointed by the Alma Mater Society (AMS). Elected directors hold office for 2 years and can be re-elected to the board for two more consecutive terms of office.

The election for directors takes place at the Annual General Meeting held in September.

Richard Alexander

Chair
Elected Resident Director
Email: board.chair@myuna.ca

Thomas Beyer

Treasurer
Elected Resident Director
Email: thomasbeyer3000@gmail.com

Charles Menzies

Secretary
Elected Resident Director
Email: charles.r.menzies@gmail.com

Erica Frank

Elected Resident Director
Email: erica.frank@ubc.ca

Ian Burgess

UBC Appointed Director
Email: ian.burgess@ubc.ca

Nancy Knight

UBC Appointed Director (resigned)

Shaohong Wu

Elected Resident Director (resigned)

Kiran Mahal (2012 - 2013)

AMS Appointed Director
Email: vpacademic@ams.ubc.ca

Caroline Wong (2013 - 2014)

AMS Appointed Director
Email: president@ams.ubc.ca



UNA Accomplishments

Transportation

This past year the UNA implemented a parking management strategy to address the challenges related to the misuse of on-street vehicle parking. Several changes were introduced to help ensure that parking is available for residents, their visitors and patrons of local businesses. Consultation with residents in Hawthorn Place helped inform the strategy, which includes adjustments of restricted parking hours, a charge for parking permits and free day passes for residents expecting more than one visitor for a special occasion. The parking management strategy will help alleviate on-street parking congestion and provide sufficient on-street parking space for residents to use when needed.

The parking management strategy also designates car2go, a car share program, as authorized vehicles for Hawthorn Place and Wesbrook Place. The UNA reached an agreement with car2go that provides UNA residents with convenient, no cost (for UNA Community Service Card holders) access to the car2go program. This will provide residents with an alternative to car ownership and has the potential to reduce parking demand in the neighbourhoods.

Through the UBC Electric Vehicle Charging Network Plan, the UNA's Old Barn Community Centre and Wesbrook Village were identified as key locations for the installation of public electric car charging stations. The UNA provided \$3,000 in funding to support the development of the plan.

The UNA partnered with UTown@UBC to host the first Walk'n Roll to School Celebration Week in May, promoting a walkable, safe and healthy community through active transportation. Through collaboration with the schools, the Parent Advisory Committees, local businesses and other community partners, students and their families were engaged in a variety of activities and safety initiatives, including a walking school bus, bike safety checks, a cycling rodeo and a celebration rally at the end of the week. During the week, 135 elementary school students logged over 480 trips to school by foot, bike, skateboard or scooter. Stay tuned for more exciting Walk'n Roll initiatives in the near future!



Programming

The UNA continued to provide ample opportunities for the community to gather and celebrate at events that grow each year in attendance and popularity. From the Community Yard Sale to the Lunar New Year celebration, the Halloween Party to Family Fun Days in the summer, there's something for everyone and thousands of people join in the fun each year. The UNA's signature event, the Barn Raising, celebrated its sixth year with a rock and roll theme. First held to celebrate the opening of The Old Barn Community Centre in Hawthorn Place, the Barn Raising continues to draw the crowds with music and games, food, and our ever-present mascot, Luna the Cow.



Partnerships

The UNA has developed strong, collaborative partnerships with many local organizations. Through these partnerships, residents are able to access more programs in their community and obtain specialized support for their needs.

A settlement worker from SUCCESS, one of the largest social service agencies in British Columbia, provides education and support to people new to Canada at The Old Barn Community Centre, through one-on-one meetings and evening presentations and discussions. The Vancouver School Board helps local parents learn about the UNA and its programs through parent support groups that also meet in The Old Barn. The Kits Neighbourhood House has partnered with the UNA to offer free programs in the community, providing opportunities for interaction and engagement around topics such as parenting and family life.



The UNA continues its support of the UTown@UBC Community Grants program. The program awards grants of up to \$1,000 to projects that contribute to the social vibrancy and connectedness in the campus community. Many innovative programs and events, and the hundreds of residents touched by them, have benefited from the grants, including the Give and Receive Project, the UNA Men's Choir, Fitness Fun @Wesbrook Village and the Multicultural Family Resource Fair.

Youth Engagement

The UNA Youth Community Band is one of the programs that has benefited from UTown@UBC Community Grants, along with additional financial support from the UNA. Organized by students for students, the band provides opportunities to youth in the community to share their love of music while developing their performance and leadership skills. The band, currently consisting of 40 members, performed at several UNA community events throughout the year, competed at a band competition in the spring, and hosted a charity concert which raised over \$750 in addition to food donations for the local food bank.



The UNA, in partnership with UBC, promotes youth engagement through a number of additional programs in the community under the banner of UTown@UBC. The UTown@UBC Kids Fit programs offers meaningful, inclusive and age appropriate physical activity for children ages 7-12 years old. The program, planned and implemented by UBC School of Kinesiology students and campus community youth volunteers, promotes healthy lifestyles, builds social connections, and introduces children to the recreational activities available in the community. Over 30 children participated in the program this past year thanks to UNA's staff and financial support.



The UTown@UBC Youth Fit program provides community youth with opportunities to get involved in physical and social activities, learn about fitness, and develop leadership skills through sports and games. The UNA Multicultural Committee, through funding from the UTown@UBC Community Grants, first offered the program in 2012. In 2013, the UNA partnered with UBC to host the program through UTown@UBC for 40 youth participants.

The UTown@UBC LEAP program continues to be popular with community youth. Secondary school students in the community meet weekly for experiential learning activities, facilitated sessions, peer-to-peer education, and community engagement initiatives. Over 80 youths participate in the program each year, developing their leadership skills, fostering connectedness in the campus community, and promoting living a sustainable lifestyle. The UNA is currently developing a new model of program delivery, in partnership with UBC, to help ensure community youth receive the most benefit possible from the \$15,000 in UNA funding contributed to the program annually.

New Facilities

Several new and exciting community facilities opened recently in UNA neighbourhoods, providing increased opportunities for residents to interact with their neighbours and get outside. East Campus Park, on Wesbrook Mall and Agronomy, opened this past year with features including picnic spaces, interpretive signage and lookout points. The much anticipated grand opening of Nobel Park and Softball Diamond was celebrated in July and the opening celebration of the UBC Skatepark was held in June. The skatepark is a joint UNA- UBC project, completed after significant consultation with the community and featuring a range of jumps, banks and obstacles for riders of various skill levels, from beginner to expert. This dynamic new space offers community children, youth and adults with another fun and safe recreational opportunity.



Wesbrook Community Centre

Progress continued on the development of the Wesbrook Place Community Centre, a new 30,000 sq ft community centre for UNA residents that will be located in the Wesbrook Place neighbourhood. The Wesbrook Community Centre Working Group, consisting of residents from all five UNA neighbourhoods, staff and design professionals, succeeded in completing phase 2 of the design process. Tenders will be going out shortly and construction is expected to begin in the fall. In addition to providing increased programming and recreational opportunities for residents, the new community centre, will also live up to the UNA's values of sustainability through various design and building features such as energy efficiency measures, a community recycling centre, and being LEED Gold equivalent.



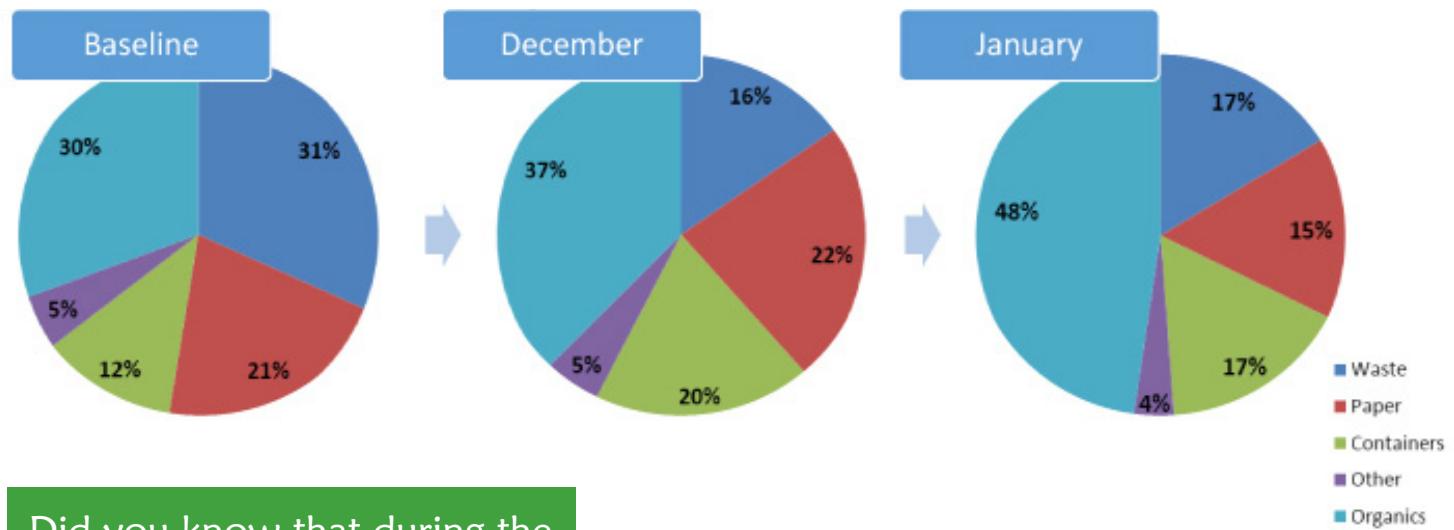
Sustainability

To help promote waste reduction and engage residents, the UNA held its first Community Zero Waste Challenge. Participants committed to reducing waste and increasing recycling over a 12 week period. The UNA Zero Waste Challenge was unique in two ways: it was the first to occur in multi-family neighbourhoods and the first to occur over the Christmas holiday season. Almost 40 participants demonstrated that they could recycle or compost more than 80% of their waste and reduce total household waste by nearly 25%!

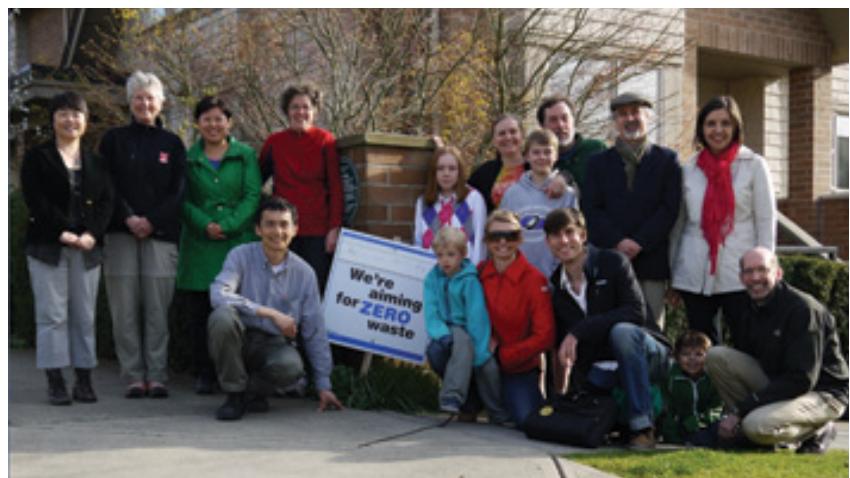
UNA residents, staff and the UNA Board of Directors were given the opportunity to review UBC's REAP, Residential Environment Assessment Program, as part of stakeholder consultations supporting the development of the third version of the program. Working Group members were able to identify community priorities for improving REAP standards, including mandatory composting and recycling service, improved water efficiency standards, improvements to bicycle parking and support for existing car share programs.

The UNA, in partnership with BC Hydro and UBC, also undertook the development of a Community Energy and Emissions Plan (CEEP) for the UTown@UBC community. Through online surveys and public workshops, a plan was developed which sets ambitious, yet achievable, goals to conserve energy and reduce greenhouse gas emissions in the community. The CEEP final report identifies buildings, transportation and waste as the primary emissions sources. Key strategies to reduce emissions and conserve energy outlined in the plan include the development of a district energy system, improvements to rapid transit and strategies for waste reduction.

UNA Zero Waste Challenge Results



Did you know that during the UNA Zero Waste Challenge, 12 families managed to recycle or compost more than 80% of waste and reduce total household waste by nearly 25%?



Governance

The UNA Board of Directors was very active this past year, addressing areas of resident interest such as governance policies, lease values and service rates. The Board appointed a committee to study the water and sewer rates in the UNA. The study resulted in a substantial refund to UNA stratas and a final report will be presented to the Board in the near future. The Board commissioned Governance Options for UNA Residents, a comprehensive analysis of governance options by Jim Taylor to assist residents in understanding the choices they have in the future. Jim Taylor also supervised a Leasehold Property Value project to address issues related to real estate value. This project resulted in a series of articles, translated and available both online and in The Campus Resident, which provides helpful information to UNA residents interested in enhancing the value of their lease.

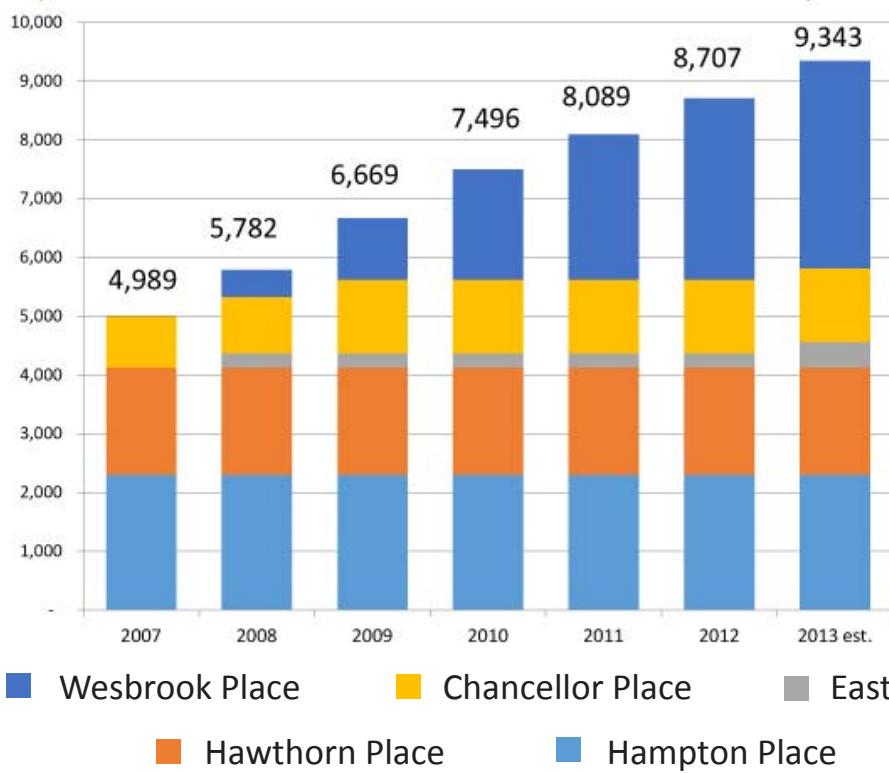
A fifth elected Resident Director was added to the UNA Board as a result of the growth of residential units in UNA neighbourhoods. Additionally, a procedure was developed for filling a Board vacancy through the appointment of a member to the Board. In October, a Conflict of Interest policy was finalized and signed by members of the UNA Board of Directors, formalizing the commitment to accountability by the Directors.

Emergency Preparedness

In a continued commitment to emergency preparedness, the UNA contracted an emergency response consultant to assist in preparing and implementing a Community Emergency Plan for the neighbourhoods. UNA staff, residents and the UNA Emergency Preparedness Committee have been actively involved in the development of a UNA emergency plan that will integrate with UBC plans as well as a standard emergency response plan for UNA stratas and buildings to use.

To help UNA residents become better prepared for an emergency or disaster, the UNA hosted an emergency preparedness workshop in May. Residents should be prepared to be self-sufficient for a minimum of 72 hours following a disaster, and are encouraged to review the emergency workshop materials, available on the UNA website, which contains information on how to prepare for such an event.

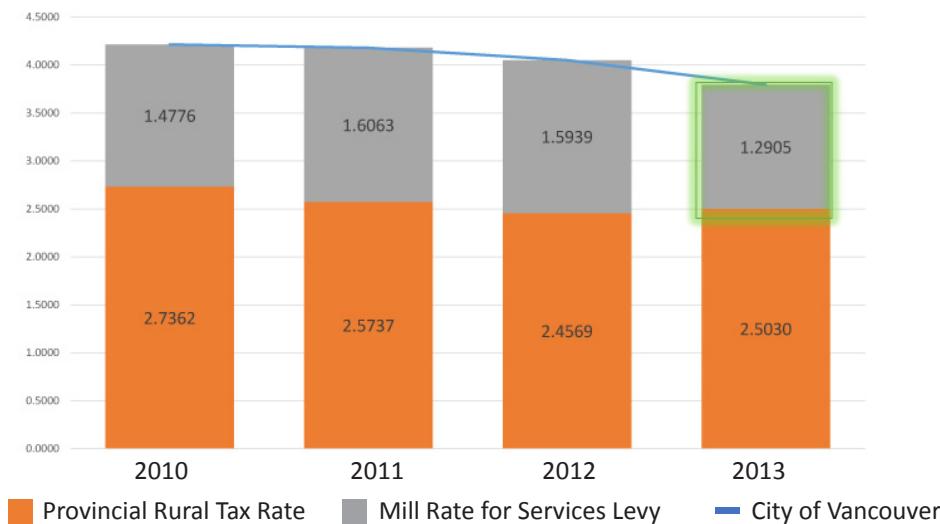
UNA Population Growth (estimated based on number of units)



Did you know that the UNA's population is expected to grow to 24,000 residents by 2041?

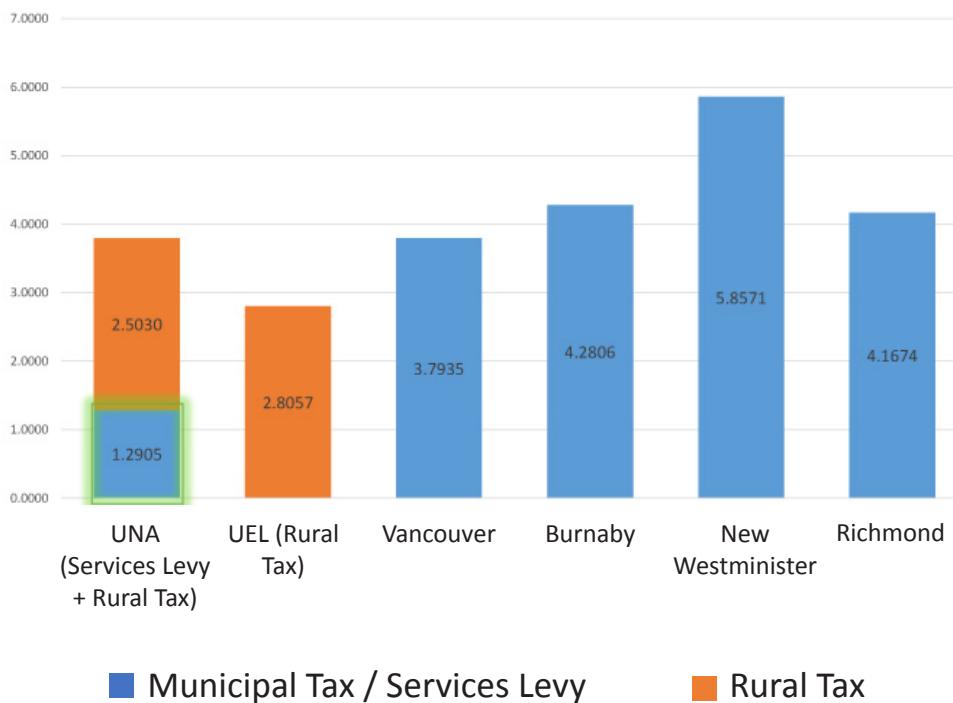


Services Levy Mill Rate from 2010 to 2013 (per \$1,000 assessed value)



Did you know that the mill rate (i.e. property tax rate) for the services levy has dropped 19% since last year?

2013 Mill Rate Comparison with Other Municipalities (per \$1,000 assessed value)



Did you know that you pay less property tax than many other cities in the Lower Mainland?

*Both UEL and UNA are on unincorporated land, without a local municipality (e.g. city or town).

Communications

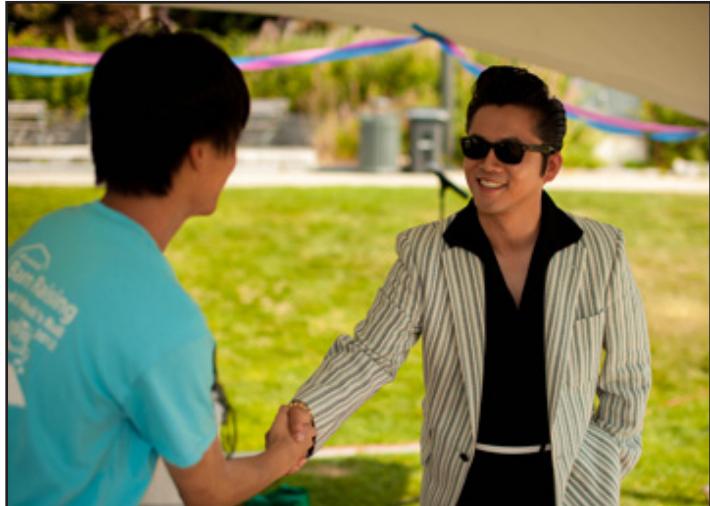
The UNA is vibrant and diverse. To help ensure residents are well informed regarding activities and achievements, the UNA office continually expands the communication methods used to reach the varied audiences in the community. Facebook pages for both the UNA and The Old Barn provide the community with a dedicated space to post comments and share thoughts online. The UNA Twitter profile, @UNACommunity, was introduced in the end of February 2013 as a new tool that allows staff to quickly share community news and information with a growing network online. The weekly email newsletter, myuna announcements, is sent to over 2,300 subscribers and is filled with information on upcoming events and opportunities for residents to engage in their community. The myuna announcements' numbers are strong, indicating it is an effective and valuable tool for communicating with residents. The average open rate is a strong 41%, the average click rate is a comparatively high 6.2%, and the unsubscribe rate is extremely low at 0.13%.

The UNA and The Old Barn websites, myuna.ca and oldbarn.ca, continue to be key sources of information on community services, programs, activities and initiatives. Myuna.ca, which had over 22,000 visits and over 56,000 pageviews last year, is an easily accessible way for residents to find all UNA publications, materials for the Board of Directors monthly meetings, financial statements, and auditor's reports.

The UNA continues to use printed media to reach community members, including: posters; bulletin boards; guides, including the Newcomers' Guide (available in English, Simplified Chinese and Korean) and The Old Barn Program Guide, and; the widely read newspaper, The Campus Resident. The Campus Resident, published monthly, is delivered to 8,000 homes in the area. Through articles, letters to the editor, and advertisements, The Campus Resident shares information on news that affects UNA residents and provides a space for community dialogue.

In order to improve the transparency of the organization and increase public involvement with policies and projects, the UNA made considerable effort to engage residents in public consultations in 2012/2013. In addition to public monthly Board meetings, bylaw and budget public consultations, and the many open houses that occur throughout the year, a new series of community discussions was introduced. Listen In invited residents to discuss civic and community life in an open forum over three evenings, with UNA staff and Board members present.

There continues to be high levels of participation at social community events and celebrations, with lower participation at events relating to governance issues. The UNA will keep providing both types of engagement opportunities and actively promote them to residents through mail outs, posters, newspapers, email newsletters, and social media messages. Residents are encouraged to participate in community activities to the degree that they wish to, whether it be by serving on the Board of directors, commenting on a public project, or attending a community function, such as Evening in the Park.



Community Engagement

Volunteers continue to play a critical role in community development and engagement. In 2012/2013, over 280 UNA residents, including 170 youth, contributed over 3,000 volunteer hours to programming and events for the community. The 2013 UNA Volunteer Awards clearly demonstrated the impact made by volunteers. Over 50 nominations were received, and eight individuals received awards in categories such as Supporting Newcomers and Social Connection, Recreation and Health, Sustainability and Environment, and Outstanding Youth Volunteers. The UNA greatly appreciates the efforts of all those who volunteer to improve the community.

Follow...

Comment...

Tweet...

Subscribe...

Register...



57,000 pageviews



oldbarn.ca

82,000 pageviews



2,300 subscribers



The Campus Resident

8,000 homes



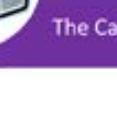
Twitter.com/UNACommunity

600 likes/followers



Facebook.com/universityneighbourhoodsassociation

Facebook.com/theoldbarncommunitycentre



Community Volunteer Recognition

The success of our community is only made possible by the enormous assistance of community volunteers. They have made a wonderful contribution to our community, and we greatly appreciate their commitment to the UNA. As well, we apologize for any names we may have missed, and graciously thank everyone for their efforts.

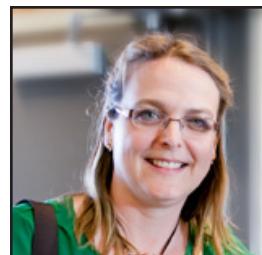
Aaron Cheng
Aaron Rabinowitz
Aileen Qi
Alan Chen
Albert Xing
Alex Huang
Alfred Xing
Alice Bradley
Alice Hong
Alice Yuan
Alisa Nakamura
Amanda Li
Amily Yao
Andrew Zhang
Andy An
Angela An
Anita Chiu
Anna Chen
Anna Wu
Anna Zhang
Anne Steino
Annie Han
Ashley Jin
Athena Huynh
Austin Ngai
Bahar Heravi



Becky Xu
Ben Chen
Ben Li
Ben Seghers
Benjamin Oh
Bennett Oh



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Caroline Gao
Celina Wang
Ceylon Coates
Chae Young Shin
Charli Jin
Chin Sun
Ching Yu Chiu
Chris Huang
Christina Wang
Chunyang Chen
Cindy Hu
Claire Carson
Claire Lee
Claire Shao
Claire Shen
Daisy Qiao
Dan Xiao
Dana Xiao
Daniel Lu
Daniel Ryu
Daniel Tang
Danwei Ma
David Needham
David Deng
David Zhao
Dee Wang
Delia Ma
Della Chen
Derek Chen
Derrick Sun
Dilan Perera
Donovan Zhao
Dorota Mann



Edward Chang
Edward Ding
Eiden Xie
Elaine Xu
Emilia Brasdefer

Emily Laung
Eric Kim
Erica Song
Ethan Xu
Eugene Xie
Eunha Kim
Eunsol Kim
Eustina Na



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Huiman Zhang
Hye Young
Hyeree Oh
Ian Chen
Ian Song
In Pyo Lee
India Coates
Irene Lai
Iris Hu
Ivan Zhou
Jade Zhang
Johnson Zhai
Jamie Jeon
Jane Macphail
Janet Lu
Janice Mok
Jasmine Yang
Jeff Chen
Jeff Wang
Jena Leung
Jennifer Chen
Jennifer Kim
Jennifer Luo
Jenny Shao
Jenny Xu
Jens von Bergman
Jessica Liang
Ji In Kim
Ji Su Kim
Jialin Li
Jim Taylor
Jimin Choi
Jimmy Zhang



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Jody Kim
Joseph Park
Juajarungjai Net
Juan Chen
Judith Young
Judy Taylor
Julia Hu
Julia Lim
Julia Yu
Julia Zhang
Julie Cui
Juliet Feng
June Ha
Jung Ye Kim
Justin Shin
Justin Wang
Katherine Chen
Kathy Bi
Kathy Regelous
Kathy Ruan
Katrina Zhou
Kay Trenker
Kaylie Hu
Keri Zhang
Kevin Kim
Kevin Li
Kevin Shin
Kevin Yang
Kristen Chang
Kristy Xiao
Lara Lampe
Leo Lin
Leo Qiao
Leonor Von Baer
Lim Julia
Linda Li
Linda Lin
Linda Liu
Linda Quamme



Lisa Dong
Lucie Li
Lucy Shi
Luke Qi
Lynn Li
Madelaine Li
Mahta Amanian

Marco Song
Mark Hwang
Max Cameron
May Xing
Meghan Love
Meimenat Mohajer
Michael Ahn
Michael Xu
Michael Yang
Michel Phan
Michelle Fan
Michelle Feng
Michelle Yien
Miho Ohtani

Mike Feeley
Mike Park
Min-Ha Kim
Miriam Han
Misaki Abe
Mi-Young Kim
Monique Wu
Mostafa Aly
Nancy Wu
Natasya Pard Liew
Net Juajarungjai
Nicole Chung
Nicole Fitzsimon
Nicole Zhang
Olina Han
Olivia Esters
Patrick Moore
Pauline Hong
Pauly Lim
Peter Lai
Peter Li
Peter Zhong
Phoebe Chen
Reihaneh Noorbakhsh
Riaz Ul Hassan
Rinna Jiang
Rojina Sarsalari
Rose Wu
Rowena Shi
Ryan Lo
Ryan Xia
Sabrina He
Sabrina Zhang

Sam Huang
Sam Min
Sam Zhai
Saman Arfaie
Sandra Price-Hosie
Sandy Song
Sandy Zeng
Seo Young
Seongho Park
Serina Nakamura
Sherry Guo
Shirley Wang
Sibel Tezok
Sophia Valsamis
Stephanie Chen
Steven Zhou
Sun Nee Tan
Sun Nee Tan
Susan Yu
Taylor Chau
Ted Chao
Tiffany Nguyen
Tim Dow
Tina Tian
Tomo Newton
Tony Lu
Vanessa Lin
Veronica Ingnas-Menzies
Victor Yang
Victoria Harrison
Victoria Yang
Vincent Tu
Vivian Shum

Vivian Wang
Vivien Tam
Vo Mai
Wendy Du
Wenqi Wu
Werner Antweiler
William Jang
William Sun
William Wan
Xavi Yu
Xie Cheng
Xinghua Cao
Xu Zhang
Yan Jitong
Yanmei Guo
Yiding Jiang
Ying Ni
Ying Zhou
Yoobin Lee
Yumin Choi
Yunie Fuchioka



Yusuf Liu
Zihui Ouyang
Zoe Li

Volunteer Appreciation Awards

In May 2013, the UNA held a Volunteer Appreciation Awards night to celebrate the hard work of volunteers in the UNA Community. Award winners were voted on by the community! L-R: Harini Rajagopal, May Xing, Charli Jin, Ben Seghers, Heather Friesen, Florence Luo, Sandra Price-Hosie.



UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Financial Statements
Year Ended March 31, 2013



UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Index to Financial Statements
Year Ended March 31, 2013

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INDEPENDENT AUDITORS' REPORT

To the Members of University Neighbourhoods Association

Report on the Financial Statements

We have audited the accompanying financial statements of University Neighbourhoods Association, which comprise the statement of financial position as at March 31, 2013, March 31, 2012 and April 1, 2011, and the statements of revenues and expenditures, changes in net assets and cash flows for the years ended March 31, 2013 and March 31, 2012, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of University Neighbourhoods Association as at March 31, 2013, March 31, 2012 and April 1, 2011, its results of operations and its cash flows for the years ended March 31, 2013 and March 31, 2012 in accordance with Canadian accounting standards for not-for-profit organizations.

Johnson Archer LLP

Surrey, B.C.
August 20, 2013

CHARTERED ACCOUNTANTS

300 - 7485 130TH STREET, SURREY, BC, CANADA V3W 1H8 • TEL 604.501.2822 FAX 604.501.2832

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AFFILIATED WORLDWIDE WITH



UNIVERSITY NEIGHBOURHOODS ASSOCIATION

Statement of Financial Position

March 31, 2013

	March 31 2013	March 31 2012	April 1 2011
ASSETS			
Current			
Cash	\$ 1,473,955	\$ 395,502	\$ 486,061
Accounts receivable	6,094	168,471	201,284
Prepaid expenses	93,430	45,071	56,538
	1,573,479	609,044	743,883
Capital assets (Note 5)	576,896	623,255	686,080
	\$ 2,150,375	\$ 1,232,299	\$ 1,429,963
LIABILITIES			
Current			
Accounts payable and accrued liabilities (Note 6)	\$ 379,247	\$ 317,573	\$ 433,291
Due to Neighbours' Fund Reserves (Note 7)	579,276	44,964	60,000
	958,523	362,537	493,291
Deferred capital contribution (Note 8)	242,010	288,920	335,830
	1,200,533	651,457	829,121
NET ASSETS			
Invested in capital assets	334,886	334,335	350,250
Internally restricted (Note 10)	500,000	37,000	121,700
Unrestricted	114,956	209,507	128,892
	949,842	580,842	600,842
	\$ 2,150,375	\$ 1,232,299	\$ 1,429,963

Commitments (Note 12)

ON BEHALF OF THE BOARD

Director

Director

UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Statement of Revenues and Expenditures
Year Ended March 31, 2013

	2013	2012
Revenue		
Community centre	\$ 182,688	\$ 151,300
Other revenue	145,309	117,957
Province of B.C.	48,342	48,072
Neighbours levies (Note 11)	2,886,582	2,897,694
	3,262,921	3,215,023
Expenses		
Communication	91,752	87,176
Community access (Note 11)	358,088	576,467
Community centre		
Direct operating costs	161,943	181,139
Programming	152,014	112,661
Salaries and benefits	282,252	242,521
Community support	113,020	104,477
General and administrative	294,654	336,979
General meetings and directors' liability	19,242	21,495
Salaries and benefits	424,178	437,900
Skateboard park contribution	100,000	-
Sustainability	38,094	19,446
	2,035,237	2,120,261
Municipal services		
Landscaping	531,226	595,501
Parking and security	14,725	100,910
Road, gutter, sidewalk maintenance	8,708	20,926
Sewer and drainage (Note 11)	-	162,402
Streetlights	60,632	65,012
Property management	80,000	80,000
Other	20,998	41,824
	716,289	1,066,575
	511,395	28,187
Amortization of capital assets	79,305	75,097
Amortization of deferred capital contribution (Note 8)	(46,910)	(46,910)
Reimbursement to Neighbours' Fund	110,000	-
	142,395	28,187
Excess of revenue over expenditures for the year	\$ 369,000	\$ -

UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Statement of Changes in Net Assets
Year Ended March 31, 2013

	Invested in capital assets	Internally restricted (Notes 7, 10)	Unrestricted	2013	2012
Net assets - beginning of year	\$ 334,335	\$ 37,000	\$ 209,507	\$ 580,842	\$ 600,842
Excess (deficiency) of revenue over expenditures	(32,395)	-	401,395	369,000	-
Investment in capital assets	16,946	-	(16,946)	-	-
Internally restricted expenditures	16,000	(39,613)	23,613	-	(20,000)
Interfund transfers (Note 10)	-	502,613	(502,613)	-	-
Net assets - end of year	\$ 334,886	\$ 500,000	\$ 114,956	\$ 949,842	\$ 580,842

UNIVERSITY NEIGHBOURHOODS ASSOCIATION

Statement of Cash Flows

Year Ended March 31, 2013

	2013	2012
Operating activities		
Excess of revenue over expenditures	\$ 369,000	\$ -
Items not affecting cash:		
Amortization of capital assets	79,305	75,097
Amortization of deferred capital contribution	<u>(46,910)</u>	<u>(46,910)</u>
	401,395	28,187
Changes in non-cash working capital:		
Accounts receivable	162,377	32,813
Prepaid expenses	<u>(48,359)</u>	<u>11,467</u>
Accounts payable and accrued liabilities	61,674	(115,718)
Due to Neighbours' Fund Reserves	534,312	(15,036)
Internally restricted expenditures	<u>-</u>	<u>(20,000)</u>
	710,004	(106,474)
Cash flow from (used by) operating activities	1,111,399	(78,287)
Investing activity		
Purchase of capital assets	<u>(32,946)</u>	<u>(12,272)</u>
Increase (decrease) in cash	1,078,453	(90,559)
Cash - beginning of year	395,502	486,061
Cash - end of year	\$ 1,473,955	\$ 395,502

UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Notes to Financial Statements
Year Ended March 31, 2013

1. NATURE OF OPERATIONS

University Neighbourhoods Association (the "Association") is a not-for-profit organization incorporated under the Society Act of British Columbia on May 29, 2002. The Association represents the residents of the designated local areas and Hampton Place and delivers municipal-like services to them. The Association operates within the guidelines of its constitution and by-laws and the Neighbours' Agreement (the "Agreement") between the Association and the University of British Columbia ("U.B.C.").

The Association's operations are primarily funded by Neighbours levies which consists of Service Levies and the General Municipal Services Levy ("GMSL") collected by U.B.C. pursuant to the Agreement. As a not-for-profit organization, the Association is not subject to income taxes.

2. FIRST TIME ADOPTION OF ACCOUNTING STANDARDS FOR NOT-FOR-PROFIT ORGANIZATIONS

On April 1, 2012, the Association adopted accounting standards for not-for-profit organizations ("ASNPO") with a transition date of April 1, 2011. These financial statements are the first prepared in accordance with these standards. The accounting policies selected under this framework have been applied retrospectively. There were no adjustments to opening fund balances, assets, liabilities, or cash flows for the year ended March 31, 2012.

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with ASNPO and incorporate the following significant accounting policies:

Changes in accounting policies - Accounting Standards for Not-for-Profit Organizations

With regard to the Association's transition from former Canadian Generally Accepted Accounting Principles to ASNPO, the Association has made the following elections available under Canadian Institute of Chartered Accountants ("CICA") Handbook Section 1501, "First-time Adoption":

Financial instruments

The Association has applied CICA Handbook Section 3856, "Financial instruments", to the opening balance sheet for the first year presented in the financial statements for the year of adoption of ASNPO. Any difference between the recognition and measurement of financial instruments at that date, in accordance with Handbook Section 3856, and the prior year's closing balance sheet is recorded as an adjustment to opening retained earnings at the date of transition to ASNPO.

At the date of transition to ASNPO, an entity is permitted to designate any financial asset or financial liability to be measured at fair value in accordance with Handbook Section 3856, "Financial Instruments", paragraph 3856.13(a). The Association has not utilized this election.

(continues)

UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Notes to Financial Statements
Year Ended March 31, 2013

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Capital assets

Capital assets are stated at cost less accumulated amortization. Capital assets are amortized over their estimated useful lives at the following rates and methods:

Computer hardware	3 years	straight-line method
Leasehold improvements	15 years	straight-line method
Office equipment and fixtures	10 years	straight-line method

Capital assets are amortized at one-half of the normal annual rate in the year of acquisition. No amortization is taken in the year of disposal.

The Association regularly reviews its capital assets to eliminate obsolete items.

Revenue recognition

The Association follows the deferral method of accounting for contributions.

Unrestricted contributions including services levies are recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

Externally restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Contributions restricted for the purchase of capital assets are deferred and amortized into revenue at the amortization rate of the related capital assets.

Investment income is recognized as revenue when earned.

Donated materials and services

The Association does not record the value of donated materials and services as their fair value cannot be reliably measured.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments carried at fair value are expensed when incurred. Transaction costs on the acquisition, sale, or issue of financial instruments carried at amortized cost are deferred and amortized over the life of the related instrument.

(continues)

UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Notes to Financial Statements
Year Ended March 31, 2013

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Measurement uncertainty

The preparation of financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. These estimates include valuation of capital assets. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

4. FINANCIAL INSTRUMENTS

The Association's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities and due to Neighbours' Fund Reserves. The Association has exposure to the following risk from its use of financial instruments:

Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from customers. In order to reduce its credit risk, the Association reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information.

Fair Value

The Association's carrying values of cash, accounts receivable, accounts payable and accrued liabilities and due to Neighbours' Fund Reserves approximate their fair values due to the immediate or short term maturity of these instruments.

Currency Risk

Currency risk is the risk to the Association's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. It is management's opinion that the Association is not exposed to significant foreign currency exchange risk.

Interest Rate Risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. It is in management's opinion that the Association is not exposed to any interest rate risk.

UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Notes to Financial Statements
Year Ended March 31, 2013

5. CAPITAL ASSETS

	Cost	Accumulated amortization	2013 Net book value	2012 Net book value
Computer hardware	\$ 31,557	\$ 17,591	\$ 13,966	\$ 1,083
Leasehold improvements	500,580	142,237	358,343	391,715
Office equipment and fixtures	436,846	232,259	204,587	230,457
	\$ 968,983	\$ 392,087	\$ 576,896	\$ 623,255

6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Included in accounts payable and accrued liabilities are the following government remittances payable:

	2013	2012
HST payable	\$ 19,017	\$ -
Source deductions payable	-	15,230
	\$ 19,017	\$ 15,230

7. DUE TO NEIGHBOURS' FUND RESERVES

As per the agreement between the Association and U.B.C., certain surpluses at the end of each fiscal year are returned to U.B.C. for deposit to the Rate Stabilization Reserve in the Neighbours' Fund (Note 9).

8. DEFERRED CAPITAL CONTRIBUTION

Deferred capital contribution represents funding received from the Neighbours' Fund to acquire equipment and leasehold improvements for the Community Centre. This deferred contribution is amortized to operations on the same basis as the related equipment and leasehold improvements.

	2013	2012
Deferred capital contribution	\$ 524,900	\$ 524,900
Accumulated amortization	(282,890)	(235,980)
	\$ 242,010	\$ 288,920

UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Notes to Financial Statements
Year Ended March 31, 2013

9. NEIGHBOURS' FUND

The Neighbours' Fund is a fund held by U.B.C. The Neighbours' Fund funds the operation of the University Neighbourhoods Association to provide for the operation, maintenance, repair and replacement of the Municipal-like Services and Facilities and Amenities provided to residents in the Designated Local Areas. U.B.C. deposits into the Neighbours' Fund the Services Levy that U.B.C. levies annually against the leasehold strata owners pursuant to their lease agreement, and the GMSL that U.B.C. levies against commercial and residential buildings. The Neighbours' Fund also includes Subfunds: the Access Fund, the Capital Replacement Fund, the Contingency Reserve Fund, the Infrastructure Reserve Fund and the Rate Stabilization Fund.

10. INTERNALLY RESTRICTED NET ASSETS

Internally restricted net assets consists of deferred operating contributions internally restricted by the Association to be used for board-approved projects, as well as funds internally restricted for future capital purchases.

	2013	2012
Deferred operating contributions		
Opening	\$ -	\$ 79,000
Funds internally restricted	225,102	-
Funds repaid to Neighbours' Fund Reserves	-	(20,000)
Funds transferred to unrestricted net assets	(1,489)	(5,102)
Expenditures incurred	(23,613)	(53,898)
	200,000	-
Future capital purchases		
Opening	37,000	42,700
Funds internally restricted	279,000	-
Funds transferred to unrestricted net assets	-	(4,000)
Expenditures incurred	(16,000)	(1,700)
	300,000	37,000
	\$ 500,000	\$ 37,000

11. NEIGHBOURS LEVIES

During the year the Association and U.B.C. came to a mutual agreement with regard to interpreting a section of the Neighbours' Agreement whereby it was determined that U.B.C. would accept responsibility for the Athletics, Sewer and Drainage costs and services delivery under its obligation under the leases signed by residents. Neighbours levies revenues were decreased for the fiscal year along with the corresponding expenses to reflect this change.

UNIVERSITY NEIGHBOURHOODS ASSOCIATION
Notes to Financial Statements
Year Ended March 31, 2013

12. COMMITMENTS

The Association has entered into a lease agreement for its premises. The Association has also entered into agreements to provide support payments for certain U.B.C. facilities and the U.B.C. Botanical Garden. The aggregate future minimum lease payments and support payments are as follows:

2014	\$ 85,475
2015	71,475
2016	<u>11,913</u>
	<u>\$ 168,863</u>



THE UNIVERSITY OF BRITISH COLUMBIA

THE NEIGHBOURS' FUND

FINANCIAL STATEMENTS

March 31, 2013

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INDEPENDENT AUDITORS' REPORT

To the Members of the Board of Governors of the University of British Columbia

We have audited the accompanying financial statement of The Neighbours' Fund, which comprise the statement of financial position as at March 31, 2013, March 31, 2012 and April 1, 2011, the statements of operations, changes in net assets and cash flows for the years ended March 31, 2013 and March 31, 2012, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of The Neighbours' Fund as at March 31, 2013, March 31, 2012 and April 1, 2011, its results of operations and its cash flows for the years ended March 31, 2013 and March 31, 2012 in accordance with Canadian public sector accounting standards.

KPMG LLP

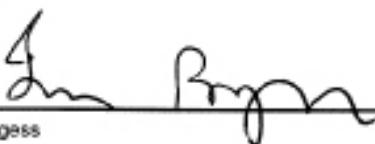
Chartered Accountants
September 5, 2013
Vancouver, Canada

THE UNIVERSITY OF BRITISH COLUMBIA
THE NEIGHBOURS' FUND
Statement of Financial Position
As at March 31, 2013, March 31, 2012 and April 1, 2011

		March 31, 2013	March 31, 2012	April 1, 2011
ASSETS				
Current Assets				
Due from the University of British Columbia	(Note 3)	\$ 8,705,944	\$ 8,392,239	\$ 7,266,289
Due from University Neighbourhoods Association		579,276	44,964	60,000
Accounts receivable		41,568	65,234	33,109
Services levy receivable		909,803	1,035,452	948,085
Total assets		\$ 10,236,591	\$ 9,537,889	\$ 8,307,483
LIABILITIES AND NET ASSETS				
Current Liabilities				
Accounts payable and accrued liabilities		\$ 192,000	\$ 9,068	\$ 6,500
Net assets				
Reserves				
Infrastructure Replacement Reserve	(Note 5)	3,860,958	3,684,056	3,509,100
Capital Reserve	(Note 6)	1,482,689	1,404,120	1,326,406
Community Access Reserve	(Note 7)	871,449	852,218	833,215
Contingency Reserve	(Note 8)	1,012,845	990,953	930,186
Rate Stabilization Reserve	(Note 9)	1,942,628	1,340,022	1,228,084
		9,170,569	8,271,369	7,826,991
Unappropriated reserves	(Note 10)	874,022	1,257,452	473,992
		10,044,591	9,528,821	8,300,983
Total liabilities and net assets		\$ 10,236,591	\$ 9,537,889	\$ 8,307,483

(See accompanying notes to the financial statements)

Approved:



Ian Burgess
Comptroller

THE UNIVERSITY OF BRITISH COLUMBIA
THE NEIGHBOURS' FUND
Statement of Operations
Years ended March 31, 2013 and 2012

	<u>2013</u>	<u>2012</u>
Revenue		
Residential services levy	\$ 3,392,212	\$ 3,319,936
General municipal services levy	561,758	666,450
Interest and miscellaneous income	<u>184,409</u>	<u>185,322</u>
	<u>4,138,379</u>	<u>4,171,708</u>
Expenses		
University Neighbourhoods Association	(Note 11) 2,776,582	2,897,754
Non-recoverable portion of HST on transfers to UNA	(Note 12) 337,811	-
Athletics fees	(Note 11) 245,936	-
Utilities	(Note 11) 185,000	-
Administration	(Note 11) 57,000	57,000
Collection agency fees	(Note 13) 10,386	-
Professional fees	7,445	7,488
Communications	<u>2,449</u>	<u>1,628</u>
	<u>3,622,609</u>	<u>2,963,870</u>
Excess of revenue over expenses	\$ 515,770	\$ 1,207,838

(See accompanying notes to the financial statements)

THE UNIVERSITY OF BRITISH COLUMBIA
THE NEIGHBOURS' FUND
Statement of Changes in Net Assets
Years ended March 31, 2013 and 2012

March 31, 2013	Unappropriated Reserves	Appropriated Reserves	Total
Net assets, beginning of year	\$ 1,257,452	\$ 8,271,369	\$ 9,528,821
Excess of revenue over expenses	332,765	183,005	515,770
Transfers (Note 10)	(716,195)	716,195	-
	(383,430)	899,200	515,770
Net assets, end of year	\$ 874,022	\$ 9,170,569	\$ 10,044,591

March 31, 2012	Unappropriated Reserves	Appropriated Reserves	Total
Net assets, beginning of year	\$ 473,992	\$ 7,826,991	\$ 8,300,983
Excess of revenue over expenses	1,031,662	176,176	1,207,838
UNA return of prior years' surplus	-	20,000	20,000
Transfers (Note 10)	(248,202)	248,202	-
	783,460	444,378	1,227,838
Net assets, end of year	\$ 1,257,452	\$ 8,271,369	\$ 9,528,821

(See accompanying notes to the financial statements)

THE UNIVERSITY OF BRITISH COLUMBIA
THE NEIGHBOURS' FUND
Statement of Cash Flows
Years ended March 31, 2013 and 2012

	2013	2012
Cash provided from:		
Operating activities		
Excess of revenue over expenses	\$ 515,770	\$ 1,207,838
UNA return of prior years' surplus	-	20,000
Change in:		
Due from the University of British Columbia	(313,705)	(1,125,950)
Due from University Neighbourhoods Association	(534,312)	15,036
Accounts receivable	23,666	(32,125)
Services levy receivable	125,649	(87,367)
Accrued liabilities	<u>182,932</u>	<u>2,568</u>
	<u>(515,770)</u>	<u>(1,227,838)</u>
Change in cash	-	-
Cash, beginning of year	-	-
Cash, end of year	<u>\$ -</u>	<u>\$ -</u>

(See accompanying notes to the financial statements)

THE UNIVERSITY OF BRITISH COLUMBIA
THE NEIGHBOURS' FUND
Notes to Financial Statements
Years ended March 31, 2013 and 2012

1. Nature of Fund

The Neighbours' Fund (the Fund) is an unincorporated entity that collects a Services Levy from residents and residential developers, together with a portion of a General Municipal Services Levy for rental housing and commercial space, all located at the University of British Columbia (UBC or the University) within the Designated Local Areas. For fiscal year 2013, the Designated Local Areas are the neighbourhood properties of Hampton Place, Hawthorn Place, Chancellor Place, Wesbrook Place and East Campus.

Funding for the annual operations of the University Neighbourhoods Association (UNA) is transferred to the UNA from the Fund and managed directly by the UNA (Note 4).

On April 1, 2012, the Fund adopted Canadian Public Sector Accounting Standards. The Fund has also elected to apply the 4200 standards for government not-for-profit organizations. These are the first financial statements prepared in accordance with these public sector accounting standards.

In accordance with the transitional provisions in Public Sector Accounting Standards, the Fund has adopted the changes retrospectively, subject to certain exemptions allowed under these standards. The transition date is April 1, 2011 and all comparative information has been presented by applying public sector accounting standards.

There was no impact of the adoption on the Fund's net assets as of April 1, 2011 and excess of revenue over expenses for the year ended March 31, 2012 as a result of the retrospective application of Public Sector Accounting Standards.

2. Significant Accounting Policies

These financial statements have been prepared by management in accordance with Canadian Public Sector Accounting Standards including the 4200 standards for government not-for-profit organizations.

a) Revenue Recognition

Residential service levies, general municipal service levies and funding from the University are recognized as revenue in the year received or receivable if the amount to be received can be reasonably established and collection is reasonably assured.

Residential service levies and general municipal service levies are charged to tenants on a calendar year basis and reported in the financial statements on an accrual basis.

The Fund also receives investment interest income which is recorded on an accrual basis.

b) Financial Instruments

Financial instruments are recorded at fair value on initial recognition. Derivative instruments and equity instruments that are quoted in an active market are reported at fair value. All other financial instruments are subsequently recorded at cost or amortized cost unless management has elected to carry the instruments at fair value.

**THE UNIVERSITY OF BRITISH COLUMBIA
THE NEIGHBOURS' FUND
Notes to Financial Statements
Years ended March 31, 2013 and 2012**

Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses until they are realized, when they are transferred to the statement of operations.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair values are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations and any unrealized gain is adjusted through the statement of remeasurement gains and losses.

When the asset is sold, the unrealized gains and losses previously recognized in the statement of remeasurement gains and losses are reversed and recognized in the statement of operations.

The Standards require an organization to classify fair value measurements using a fair value hierarchy, which includes three levels of information that may be used to measure fair value:

- Level 1 – Unadjusted quoted market prices in active markets for identical assets or liabilities;
- Level 2 – Observable or corroborated inputs, other than level 1, such as quoted prices for similar assets or liabilities in inactive markets or market data for substantially the full term of the assets or liabilities; and
- Level 3 – Unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the assets and liabilities.

There are no financial instruments carried at fair value as at year end and as a result, the statement of remeasurement gains and losses has not been prepared.

c) Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Significant areas requiring the use of management estimates relate to valuation of accounts receivable and services levy receivable and provisions for accrued liabilities and contingencies. Actual results could differ from those estimates, as additional information becomes available in the future.

THE UNIVERSITY OF BRITISH COLUMBIA
THE NEIGHBOURS' FUND
Notes to Financial Statements
Years ended March 31, 2013 and 2012

d) Change in Accounting Policy

On April 1, 2012, the Fund adopted Public Accounting Standards PS 3450 – Financial Instruments and PS 2601 – Foreign Currency Translation. The standards were adopted prospectively from the date of adoption. The new standards provide comprehensive requirements for the recognition, measurement, presentation and disclosure of financial instruments and foreign currency transactions.

Under PS 3450, all financial instruments, including derivatives, are included on the statement of financial position and are measured either at fair value or amortized cost based on the characteristics of the instrument and the Fund's accounting policy choices as described in (d) above.

3. Due from the University of British Columbia

The University of British Columbia collects service levies on behalf of the Fund and deposits these monies in the University's account. These funds are invested by the University. Investment interest of \$184,409 (2012 - \$183,433), calculated at an average of 2.26% per annum (2012 – 2.28%), was earned on this balance during 2013.

4. University Neighbourhoods Association (UNA)

The UNA was formed under the Society Act in May 29, 2002 to act as the organization to serve certain residential housing communities on UBC lands. Commencing April 2004, the UNA is responsible for providing municipal-like services, such as landscaping and street and road maintenance to the residents. The Fund pays a portion of the Services Levy collected by the University to the UNA as funding for the UNA's operations. The amount recognized as expenses in the year is the net amount paid to the UNA. The amount paid to the UNA in a year is established based on the UNA budget, which represents the estimated expense for the year.

5. Infrastructure Replacement Reserve

2.4% (March 31, 2012 – 2.4%; April 1, 2011 – 2.4%) of the services levy is set aside to replace infrastructure works, such as sidewalks, roads, water lines, storm and sanitary sewers in future years. Once the reserve reaches \$10 million, the Board of Directors of UNA and Board of Governors of UBC will review future funding levels. Interest is calculated monthly based on the reserve balance in the account.

	2013	2012	2011
Balance, beginning of year	\$ 3,684,056	\$ 3,509,100	\$ 3,367,937
Transfer from unappropriated reserves	94,895	95,673	76,662
Interest earned during the year	82,007	79,283	64,501
	<u>176,902</u>	<u>174,956</u>	<u>141,163</u>
Balance, end of year	<u>\$ 3,860,958</u>	<u>\$ 3,684,056</u>	<u>\$ 3,509,100</u>

THE UNIVERSITY OF BRITISH COLUMBIA
THE NEIGHBOURS' FUND
Notes to Financial Statements
Years ended March 31, 2013 and 2012

6. Capital Reserve

1.2% (March 31, 2012 – 1.2%; April 1, 2011 – 1.2%) of the services levy is set aside to fund the community centre facility. Once the reserve reaches \$5 million, the Board of Directors of UNA and Board of Governors of UBC will review future funding levels. Interest is calculated monthly based on the reserve balance in the account.

	2013	2012	2011
Balance, beginning of year	\$ 1,404,120	\$ 1,326,406	\$ 1,263,872
Transfer from unappropriated reserves	47,448	47,837	38,331
Interest earned during the year	31,121	29,877	24,203
	<hr/> 78,569	<hr/> 77,714	<hr/> 62,534
Balance, end of year	<hr/> \$ 1,482,689	<hr/> \$ 1,404,120	<hr/> \$ 1,326,406

7. Community Access Reserve

The Community Access Reserve is comprised of funds set aside to make payments to UBC for the operating costs of the facilities to which the UNA has obtained access in accordance with an agreement between UBC and the UNA. Interest is calculated monthly based on the reserve balance in the account.

	2013	2012	2011
Balance, beginning of year	\$ 852,218	\$ 833,215	\$ 817,555
Interest earned during the year	19,231	19,003	15,660
Balance, end of year	<hr/> \$ 871,449	<hr/> \$ 852,218	<hr/> \$ 833,215

8. Contingency Reserve

1.0% of the service levy (March 31, 2012 – 1.0%; April 1, 2011 – 1%) is set aside to pay for unexpected or unbudgeted repairs and expenses which require immediate action. Interest is calculated monthly based on the reserve balance in the account. The maximum amount of the reserve is \$1 million. Once the maximum is reached, annual contributions are to cease. There were no contributions to the reserve during the year ended March 31, 2013 as the maximum amount was reached.

	2013	2012	2011
Balance, beginning of year	\$ 990,953	\$ 930,186	\$ 881,146
Transfer from unappropriated reserves	-	39,864	31,943
Interest earned during the year	21,892	20,903	17,097
	<hr/> 21,892	<hr/> 60,767	<hr/> 49,040
Balance, end of year	<hr/> \$ 1,012,845	<hr/> \$ 990,953	<hr/> \$ 930,186

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9. Rate Stabilization Reserve

1.0% of the service levy (March 31, 2012 – 1.0%; April 1, 2011) is set aside to guard against unforeseen changes in the City of Vancouver tax rates. The maximum amount of the reserve is \$2 million. Once the maximum is reached, annual contributions are to cease. Any surplus from the UNA's annual budget is deposited to this reserve. Interest is calculated monthly based on the reserve balance in the account.

	<u>2013</u>	<u>2012</u>	<u>2011</u>
Balance, beginning of year	\$ 1,340,022	\$ 1,228,084	\$ 1,117,866
Transfer from unappropriated reserves	39,540	39,864	31,943
Transfer from UNA	534,312	44,964	60,000
Interest earned during the year	28,754	27,110	18,275
	<u>602,606</u>	<u>111,938</u>	<u>110,218</u>
Balance, end of year	<u>\$ 1,942,628</u>	<u>\$ 1,340,022</u>	<u>\$ 1,228,084</u>

10. Unappropriated Reserves

The unappropriated reserves are the accumulated excess of revenues over expenses net of amounts transferred to the Infrastructure Replacement, Capital, and Rate Stabilization Reserves.

	<u>2013</u>	<u>2012</u>	<u>2011</u>
Balance, beginning of year	\$ 1,257,452	\$ 473,992	\$ 199,140
Excess of revenue over expenses	332,765	1,031,662	513,731
	<u>1,590,217</u>	<u>1,505,654</u>	<u>712,871</u>
Less transfers to:			
Infrastructure Replacement Reserve	94,895	95,673	76,662
Capital Reserve	47,448	47,837	38,331
Contingency Reserve	-	39,864	31,943
Rate Stabilization Reserve	39,540	39,864	31,943
Transfer from UNA to Rate Stabilization	534,312	24,964	60,000
	<u>716,195</u>	<u>248,202</u>	<u>238,879</u>
Balance, end of year	<u>\$ 874,022</u>	<u>\$ 1,257,452</u>	<u>\$ 473,992</u>

11. Related Party

Two of the seven members of the UNA Board of Directors are appointed by UBC.

Related party transactions for the 2013 fiscal year are funding of \$2,776,582 (2012 - \$2,897,754) provided to the UNA, and administration fees of \$57,000 (2012 - \$57,000) charged to the Fund by UBC for administrative costs. The Fund made payments on behalf of the UNA to UBC Athletics

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of \$245,936 (2012 – nil) and to UBC Building Operations for utilities of \$185,000 (2012 – nil). In 2012 and prior years, payments to UBC Athletics and UBC Building Operations were made directly by UNA from amounts transferred from the Fund to UNA.

12. Non-recoverable Portion of HST on Transfers to UNA

During the year, Canada Revenue Agency (CRA) assessed for Harmonized Sales Tax (HST) and Goods and Services Tax (GST) on the service levies transferred from the Fund to UNA for fiscal years 2011 and 2012. UNA had previously not collected or remitted HST or GST on the service levies it received from the Fund. The assessment of \$519,978 included HST \$450,046, GST \$33,584 and interest and penalties in the amount of \$36,348. UNA remitted the assessed amounts directly to CRA from amounts transferred from the Fund. The Fund was able to recover a portion of the HST and GST on amounts paid to UNA by claiming GST/HST rebates through the University. The Fund has recorded an expense of \$337,811 on the Statement of Operations. This amount represents \$188,907 of non-recoverable HST and GST and \$36,348 interest and penalties on the CRA assessment, and \$112,556 non-recoverable HST on current year transfers to UNA.

13. Collection Agency Fees

Collection agency fees relate to amounts paid to an external agency to collect unpaid and overdue service levies.

14. Financial Risks and Concentration of Credit Risk

a) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. The Fund is exposed to credit risk with respect to accounts receivable.

The Fund assesses, on a continuous basis, accounts receivable and provides for any amounts that are not collectible in the allowance for doubtful accounts. The maximum exposure to credit risk of the Fund at March 31, 2013 is the carrying value of these assets.

The carrying value of amounts receivable is valued with consideration for an allowance for doubtful accounts. The amount of any related impairment loss is recognized in the income statement and is set up based on the Fund's historical experience regarding collections. Subsequent recoveries of impairment losses related to accounts receivable are credited to the income statement.

As at March 31, 2013 \$86,532 (2012 - \$65,234, 2011 - \$33,109) amounts receivable were past due, but not impaired.

There have been no significant changes to the credit risk exposure from 2012.

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b) Liquidity risk:

Liquidity risk is the risk that the Fund will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The fund manages its liquidity risk by monitoring its operating requirements.

Accounts payable and accrued liabilities are generally due 60 days of receipt of an invoice.

There have been no significant changes to the liquidity risk exposure from 2012.

15. Comparative figures

Certain comparative information has been reclassified to conform with the financial statement presentation adopted in the current period.

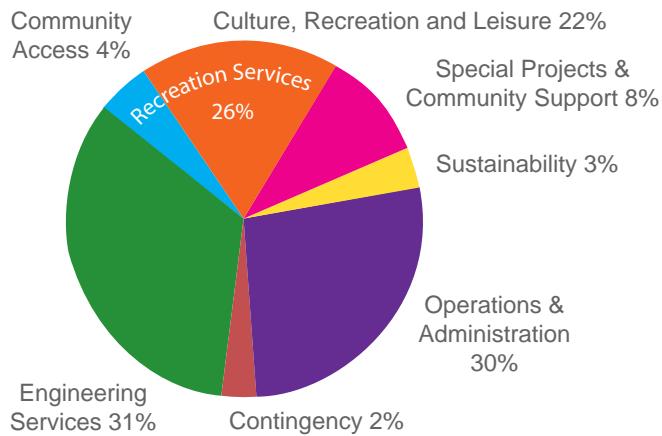
2013/14 Services Levy and Operating Budget



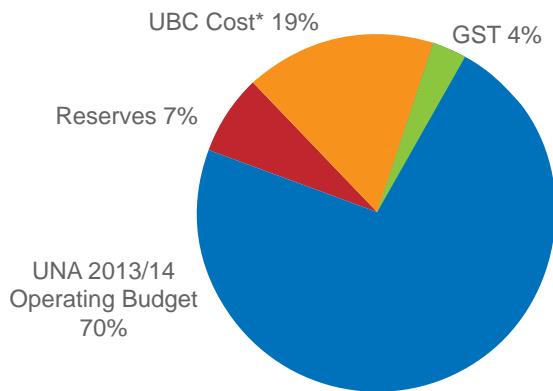
The Services Levy you pay to UBC is administered by the University Neighbourhoods Association (UNA) to provide municipal-like services and to maintain municipal-like reserves on your behalf. The UNA Board of Directors prepares its annual operating budget before the Services Levy is calculated. The Services Levy to be collected in 2013 is estimated at \$4.47 million. The UNA has allocated \$3.13 million of this amount in its 2013/14 Operating Budget. \$310,149 of the Services Levy will be allocated to Reserves, \$864,000 will be allocated to cover the cost of residents' access to UBC athletic facilities, stormwater management, and the administration of the Neighbours' Fund. The UNA will generate an additional \$495,075 from other resources such as programs and services.



UNA Operating Budget 2013/14 = \$3.62 Million



Services Levy Collected in 2013 = \$4.47 Million



*Includes the cost of residents' access to UBC athletic facilities, stormwater management, and the administration of the Neighbours' Fund

UNA Operating Budget Expenditure



Engineering Services

Maintenance of public spaces and infrastructure

Community Access

UBC cultural facilities; the Vancouver Public Library

Culture, Recreation & Leisure

Programming and operation of the Community Centre(s) and community fields



Special Projects and Community Support

One-time projects and community initiatives

Sustainability

Composting, recycling and energy saving programs

Operations & Administration

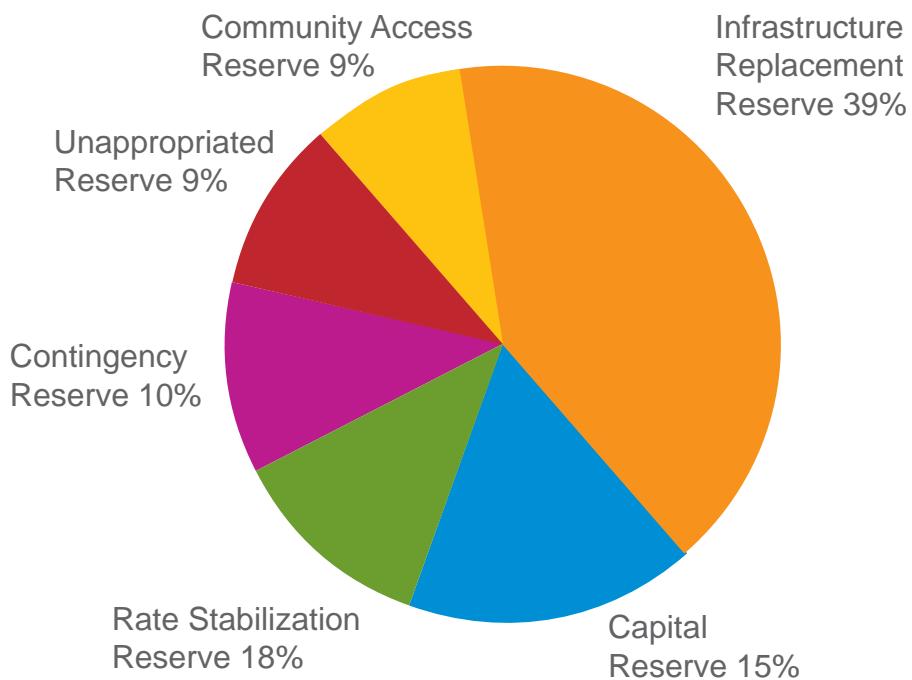
UNA administrative costs

Neighbours' Fund Reserves

as of March 2013



The annual Services Levy collected by UBC is deposited into the Neighbours' Fund (held separately by UBC from academic funds) to be used for the provision of municipal-like services and UNA programs. The Neighbours' Fund also holds Reserves that are being accumulated to meet the future needs of the community.



Infrastructure Replacement Reserve

to cover the anticipated replacement of roads, lighting, utilities and green space.

Contribution of 2.4% of annual Services Levy. Total required over 100 years: \$23.75 million.

Capital Reserve

to cover the anticipated replacement of community centres and play equipment.

Contribution of 1.2% of annual Services Levy. Total required over 100 years: \$10 million.

Rate Stabilization Reserve

to guard against unforeseen changes in the City of Vancouver mill rate.

Contribution of 1% of the annual Services Levy to a maximum value of \$2 million.

Contingency Reserve

to guard against unforeseen annual operating expenses.

Contribution of 1% of the annual Services Levy to a maximum value of \$1 million.

Community Access Reserve

to cover unforeseen increases for access to UBC athletic facilities.



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