

# JUNIPER HOUSING CORPORATION

## 松柏樓公司

408 Ave. F South, Saskatoon, Saskatchewan, Canada S7M 1T4

www.juniperhousing.com

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### 2013 Juniper Housing Corporation Annual Report

#### 2013 年松柏樓公司年度报告

#### 1 Introduction 简介

The Juniper Housing Corporation (JHC) Board of Director is pleased to present the 2013 annual report. The primary purpose of JHC is the ownership and operation of Juniper Manor. Juniper Manor is a 43 unit affordable senior housing complex located on 408 Avenue F South. In November 2012, JHC purchased and took possession of a lot at 408 Avenue F South. This lot is located immediately south of Juniper Manor. 松柏樓公司董事会很高兴做 2013 年度报告。报告主要是介绍松柏樓公司所有权和运作情况。松柏樓具备 43 个单元房结构的低租金老年及新移民的公寓，位于 408F 大道南部，于 2012 年 11 月建成并使用。

#### 2 Building Development and Operation 建筑开发和经营

Construction of Juniper Manor started in July, 2007 when a design-build contract for the value of \$3.94M was awarded to Northridge Development Corporation of Saskatoon. The 43 unit building was substantially completed in December 2008. Following occupancy clearance from the City, the first tenant started to move into the building between December, 2008 and January 2009. An official grand opening was held on January 2009. The event was attended by the general public, community association leaders and representatives of Federal, Provincial and Municipal governments. This year will mark the 5<sup>th</sup> anniversary for Juniper. 松柏樓公司筹建于 2007 年 7 月，当时造价为 3 百 94 万加元，此工程被萨斯卡通北岭房地产开发公司承包，并于 2008 年 12 月完工。由于城市住房紧缺，租户从 2008 年 12 月到 2009 年 1 月起入住，2009 年 1 月举行了开业典礼。社区的各协会，社团及省市各级政府的代表都参加了开幕式，今年将是松柏樓开业 5 周年纪念。

Since substantial completion, Juniper with approval from the Board has undertaking on going building improvements. Some of these improvements were deleted from the capital construction due to budget constrain. Recent examples of building improvements conducted include expansion of the basement assembly hall by removal of an internal wall and the server and installation of large mirrors to enhance programming. The cost of the mirrors were partially funded by a donation and the City of Saskatoon Sask. Lottery Grant. Their assistance is acknowledged. 自竣工以来，松柏樓董事会决定对内部筑做一些合理的改进，但由于预算的约束，其中的有些改进项目将被删除。最近的地下室改造加大并安装大型镜子为我们的活动提供方便。在此将感谢萨斯卡通市彩票资金所赞助支持的材料及按装费。

Also, we continued with ongoing maintenance activities such as repairs to mechanical heating system, damaged water pipes and .the elevator 同时我们将不断的对机械部分， 供暖系统， 损坏的管道， 及电梯等项目继续进行维护修理。

The above improvements plus other day to day maintenance activities by our staff allows Juniper Manor to remain in good condition. The Board has also passed a motion in 2012 to establish a building reserve fund in anticipation of future major repairs such as replacement of carpet, flooring, windows, etc. However, the reserve fund was not established in 2013 due to purchasing of 414 Avenue F south. 由于上面的改进及员工的工作， 使松柏楼日常维护及管理工作处于良好的状态。 董事会也在 2012 年通过了一项议案， 建立储备基金来预防未来的重要维修， 包括更换地毯、地板、窗户等。 然而， 储备基金计划并没能实现， 由于 2013 年购买了 F 大道南的 414 住宅。

## 2.1 Parking and Land Purchase 停车位和土地购买

On property and on street parking has always been an issue at Juniper since initial development. Complaints have been received from neighbours and the City. The Property Manager and the Board has been reviewing short/long term options to resolve this issue. The City advised that the number On Property parking spaces are short of the actual required for multiple unit dwelling. In the spring of 2012, the lot located immediately south of JHC at 408 Avenue F South was available for private sale by the Owner. This lot offered an opportunity for Juniper to develop additional parking to satisfy City requirements. The Juniper Board conducted a number of meetings and discussion with the Owner. To establish the market value of the lot, a professional assessment was conducted. Based on the assessment, an initial offer was made to the Owner but was rejected by the seller as being too low. 松柏楼建成后停车位始终是一个问题， 并经常收到来自邻居的投诉。 董事会和物业经理从近期及长远眼光来考虑解决这个问题的方法。 根据城市多单元住宅停车的数位规定， 我们实际停车位短缺的问题， 在 2012 年春天， 位于松柏楼 408 F 大道南面的 414 房产由私人上市出售。 这为松柏楼提供了一个开发额外停车位以解决符合城市房建停车位规定的机会。 松柏楼董事会多次与业主会晤和商讨， 并在市场价评估的基础上首次提出了买价， 但被卖方认为出价太低而拒绝。

In the summer 2012, discussions were held again with the Owner of 408 Avenue F south. It is clear that the asking price will be higher than the market assessment value. Juniper conducted additional reviews regarding the parking options. After extensive discussions and preparation of concept plans incorporating 408 Ave. F south, the Board determined that purchasing this lot, even at a higher cost than market assessment is in the best long term interest of Juniper. If Juniper lost this opportunity and the lot is purchased by another party, Juniper could end up paying more and or will not in a position to comply with the zoning bylaws. The Board further reviewed Juniper's financial resources and determined that sufficient capital was available to proceed with land purchase. A professional inspector was retained to inspect the house to determine any major defects. In September, 2012, Juniper made another offer to the Owner of 408 Avenue F south. The offer of \$220,000 was accepted contingent on Juniper obtaining approval from the City to re-zone the property so a parking lot can be developed. An open house was held by the City to advise local residents of the re-zoning. No objections were received. Based on this successful event, Juniper finalized the offer and took possession of the property on November 1. Final rezoning at City council was approved on November 27<sup>th</sup>. 2012 年夏天， 我们再次与 414 业主讨论。 很明显业主的要价高于市场评估价。 董事会进行了多次对停车问题的讨论， 经过广泛讨论和准备， 董事会决定买下 F 大道南部 414 房。 从松柏楼的长期利益出发， 尽管出比市场还高的价格去买， 比失去了这次机会， 如被另一方购买了， 松柏楼公司最终可能会付更多的钱， 或还不能遵守市房建管理的法律规定。 董事会进一步审核了财政状况， 确定有足够的资本可以购买 414 房。 通过专业房检员检查， 确定 414 房没有任何严重问题。 2012 年 9 月， 松柏楼以 22 万加元买下 F 大道南

部 414 房产。此后又向城市提出将此房地产地段重新规划，在没有收到当地居民的反对意见，在 11 月 27 日市议会批准 414 地段可重新规划，可以开发一个停车场。在以上成功的基础上，松柏楼 11 月 1 日接收 414 房。

With this land purchase, Juniper is planning to develop an additional 10 parking spaces in 2013 to bring our total spaces to 23. This will resolve a long outstanding issue. Juniper also plans to conduct renovation at the existing house so the house can generate revenue to cover the cost of land purchase. 此土地和房产的购买，可以帮助松柏楼开发额外的 10 个停车位，在 2013 年使我们的停车位达到 23 个，这将帮助解决我们长期没能解决的停车问题。松柏楼还计划对 414 房内进行装修，用房子的出租收入来平衡购买此产业的费用。

In 2013, Juniper conducted major renovation to the house at 414 Ave. F south. The renovation was completed in November, 2013 and the upstairs unit has been rented out. The priority for 2014 is to conduct improvement in the 414 Ave. F south parking area. The process will likely take 3 to 4 years. 2013 年，松柏楼对 F 大道南 414 房进行了重大装修，并在 2013 年 11 月完工。414 现楼上已经租出。2014 年的重点是进行改善 F 大道南 414 房的停车场，这个计划可需 3 - 4 年的时间完成。

### 3 Juniper Manor Organization and staff 松柏楼的组织结构与员工

The overall management of Juniper Manor is the responsibility of the Board of Directors. The Bylaw for Juniper Housing Corporation allows a maximum of eight (8) board members. The 2011 board consists of four (4) members: 松柏楼公司的管理是由董事会负责，松柏楼公司的规章制度最多允许八个董事会成员组成。自 2011 年至今董事会有四名成员：

- Stephen Chan
- Gu, DeQiang
- Garry Mak, Co-Chair
- Lionel Wong, Co-Chair
- All board members are volunteers and do not receive any salary or numeration. The Board generally meet every 6 weeks or as needed to address any issues arising. The term for Board Members are 3 years and can be extended as determined by the Board and with input from the founding Chinese community associations. New members are added or appointed by the existing Board or at annual meeting. Mr. Garry Mak and Lionel Wong have agreed to act as Co-Chairs.所有董事会成员都是志愿者不拿任何工资。董事会通常每 6 周开会，并根据需要解决出现的各种问题。董事会成员的任期为 3 年，也可以延长，决定在于董事会和华人社区及社团协会的意见。添加或指定新成员将由现任的董事会会在年度会议上决定。目前盖瑞·麦先生和莱昂，黄同意担任主席。

The day to day operation of Juniper Manor is under the direction of the Property Manager (PM). The Property Manger reports to the Board of Director. The current Juniper staff is: 松柏楼公司的日常工作在物业经理(Felix 梅)的指导下，并由梅经理并向董事会董事汇报。当前松柏楼公司的员工有：

- Property Manger – Felix Mui;
- Program/Activity coordinator – Zhen Yuan

- Caretakers – Ming Xu Li, Feng Jiang and Jian Ghag Gan.
- The Board would like to thank all the staff for their assistance and dedication during this past year.

董事会要感谢全体员工对松柏楼公司在过去的一年里的协助和奉献。

#### 4 **Volunteers** 志愿者

From time to time, Juniper also rely on volunteers to assist with committee work, fund raising, special activities and operations, legal, accounting and web site maintenance. The Board of Director would like to thank the following persons for their generous support: 松柏楼公司经常依靠社团的志愿者对各项筹资, 特别的活动运作、及法律、会计和网站维护等工作。董事会在此要特别感谢下列人员的慷慨支持:

Theresa Ma, Lily Yu, Humphrey Tam, Ben Mah

Web Site/Master – Pei Lui

Saskatoon Wellness Society-萨斯卡通养生会

Federation of Saskatoon Chinese Canadian Organization-萨斯卡通华人社团联合总会

The Board would also like to acknowledge numerous individuals who has volunteered their time and contributed financially during the Juniper Manor development stage. A list of major contributor is recognized on the donation wall located at the entrance to Juniper Manor. 董事会还要感谢许多人在松柏楼初建阶段, 在时间和经济上的奉献, 主要捐赠者的名字被刻在了松柏楼的入口处捐赠墙上。

#### 5 **Juniper Occupancy and Rental Policy** 松柏楼居住及租赁政策

Juniper Manor is developed to meet the needs of low income seniors and immigrants. We have a total of 43 units. The following guidelines were established by the Board: 松柏楼的开发是为满足低收入, 老年人及新移民的需要, 一共有 43 个单元。以下住房条例是由董事会所制定:

Seniors (65 years or older) – The annual income for a single person or a couple must not exceed \$45,000 as determined by actual tax filing with the Canada Revenue Agency (CRA). In the event that there are surplus units that not occupied, the Board may decide at its discretion to lower the qualifying age of senior in order to utilize Juniper Manor fully. 老年人(65 岁以上)一个人的年收入或一对夫妇不得超过 4 万 5 千加元, 由实际申报加拿大税务署纳税单为准(CRA)。但如果有空房, 董事会也可考虑降低老年人入住年龄标准以利于松柏楼的入住率。

Immigrant – Must be landed immigrant eligible for Canadian Citizenship. The purpose of affordable immigrant housing is to assist settlement of newly arrived immigrant. To ensure the units are not occupied over a long term, the length of stay by qualified immigrant is limited to 3 years. If after 3 years and there is vacancy and no waiting list, the Board may decide at its discretion to extend the length of rental contact as appropriate. Immigrants must be 18 years or older. 移民-必须是永久居民并将有条件申请加拿大籍者, 目的是协助解决新来的移民能有负担得起的住房。为确保单元不被新移民长期占住, 合格的移民申请居住期可限 3 年。如果 3 年后, 此房仍空置, 没有等候名单, 董事会可根据情况决定延长租赁期。新移民必须年满 18 周岁。

Children – Juniper Manor is not designed to accommodate children. Therefore children are not allowed to stay at Juniper as residents. 孩子-松柏楼不是为儿童设计的, 因此孩子不允许留住。

Application form can be obtained by contacting Juniper Manor, attention Property Manager by mail at or by phone at 382-2222. Application form can also be downloaded from the Juniper Housing Web site. 申请表可以通过联系松柏楼物业经理通过邮件或电话 382 - 2222。也可以在松柏楼网站下载申请表。

In 2012, the Board has also updated the Juniper Common Area rental policy. 2012 年董事会还更新了松柏楼公共区域租赁政策。

## **6 Community Relations 公共关系**

Juniper Housing was developed by the Saskatoon Chinese Community. As such, we encourage all community associations to use the Juniper facility. In 2010, numerous groups used the Juniper facilities for meetings and activities. These groups include: 松柏楼是由萨斯卡通华人社团建立。因此,我们鼓励所有社团协会使用其设施,2010 年许多团体租用松柏楼设施用于会议和活动。这些组织包括:

- Saskatoon Chinese Benevolent Association; 萨斯卡通中国慈善协会
- Saskatoon Chinese Ladies Association; 萨斯卡通妇女协会
- Saskatoon Chinese Wellness Society – hosting of weekly Tai Chi classes. 萨斯卡通养生会-每星期太极班
- Federation of Saskatoon Chinese Canadian Organizations. 萨斯卡通华人社团联合总会
- Saskatoon Chinese Dance School-萨斯卡通中国舞蹈学校

The Board encourages tenant and cultural activities and we look forward to networking with all community organizations. In 2013. 2013 年董事会鼓励租户参与文化活动,我们期待着与所有社团组织有更多的交往。

## **7 Board Activities and Meeting 董事会的活动和会议**

In addition to regular Board meetings, the Board also organized other activities. In 2013, some highlights are: 董事会除了定期会议还组织一些其它活动。2013 年重要的活动有:

- 4<sup>th</sup> annual BBQ/Block Party. Organized by Board Members and Juniper Tenants. 庆祝松柏楼四周年街区烧烤聚会。由董事会成员和松柏楼租户筹委会组织。
- Co-operation with the Saskatoon Health Region. 与萨斯卡通卫生组织的合作活动。
- Christmas appreciation event for residents, staff and supporters. 圣诞节答谢租户,员工及赞助者活动。
- We are also pleased to utilize recreation and cultural grants to organize the Ball room dance and weekly Tai Chi (in conjunction with the Wellness Society). 我们也很高兴利用娱乐和文化赠款组织了交谊舞班,和每周的太极课(由养生会协调组织的)。
- Traditional Chinese cooking class and volunteered English class on Sunday. 中国传统的烹饪课和自愿者教授的周日英语课

As Juniper is more established, the Board will plan to have more social and cultural activities. Juniper 目前松柏楼已更趋成熟, 董事会也将计划组织更多社会和文化交流活动。

## 8 Financial 财务

Juniper is a non-profit and federal regulated Charity. As such, we must retain an independent external auditor to review and prepare an audited financial statement. A copy of the 2013 audited financial statement is attached and is available for viewing at Juniper Manor office and will be posted in our web site:

[www.juniperhousing.com](http://www.juniperhousing.com). 松柏楼是一个非盈利在联邦监管下的慈善机构。因此, 我们必须保持一个独立的外部审计师审查和准备一个经审计的财务报表。在此附 2013 年经审计的财务报表副本, 我们也将此报表发布在松柏楼网页上: [www.juniperhousing.com](http://www.juniperhousing.com) 您也可上网查看。

The highlights are: 重点:

- Our gross revenue increased slightly from \$253,579.00 to \$268,488.00. Expenses (including depreciation) decreased from \$301,686.00 to \$297,904.00 Expenses less the depreciation is 我们的总收入从 25 万 3 千 5 百 79 加元略微增至 26 万 8 千 4 百 88 加元。费用(包括折旧) 从 30 万 1 千 6 百 86 加元下降至 29 万 7 千 9 百零 4 加元, 费用少于折旧费。
- In 2013, our mortgage principal for Juniper Manor was reduced by \$ 28,072.00 (Jan. 1, 2013 to Jan. 1, 2014) from \$809,046 to \$780,975. This is the total mortgage for both properties located on 408 and 414 Avenue F South. 2013 年, 我们松柏楼的贷款本金降低了 2 万 8 千零 72 加元(2013 年 1 月 1 日至 2014 年 1 月 1 日)从 80 万 9 千零 46 加元降至 78 万零 9 百 75 加元。这是松柏楼 408 和 414 两座房产的总抵押贷款额。
- Juniper recorded a net income of \$70,490.00 before depreciation. \$28,072.00 was used to pay down the mortgage, \$86,679 was used to renovate 414 Ave F south and the future parking lot. In total we spent \$114,751 in paying down the mortgage and renovating 414 Ave F, which is greater than our net income of \$70,490 before depreciation. Therefore, the money in Juniper's bank account has decreased significantly. 松柏楼折旧前的入账净利润是 7 万零 4 百 90 加元。2 万 8 千零 72 加元用于偿还贷款, 8 万 6 千 6 百 79 元被用来修复 F 大道南 414 房和未来停车场。我们总支出 11 万 4 千 7 百 51 元在 F 大道南 414 房的贷款和装修, 数额大于折旧之前我们的净利润 7 万零 4 百 90 加元。因此, 松柏楼公司的银行账户基金有所减少。
- Juniper was successful in obtaining a community grant from the City of Saskatoon/Sask Lotteries Corporation (\$3000 .00). 松柏楼成功地获得萨斯卡通城市彩票公司赠款 (3 千加元)。
- The Juniper Board of Directors has retained the firm of Worry Free Book Keeping and Cheryl Woloschuk, Certified General Accountant Prof. Corp. as our external book keeper and auditor for 2014. 2014 年松柏楼董事会继续雇用了专业认证综合会计公司的谢丽尔作为松柏楼公司外部记账员和审计师。

## 9 Summary 概要

In closing, Juniper has reached the 5 year anniversary milestone. We are resolving the long outstanding parking issue with the staged development of a parking lot at 414 Ave. F south. Juniper Manor is being maintained in good condition for future generations. 最后, 松柏楼建成已经历了第 5 个里程碑, 我们正在解决长期突出的停车问题, 414F 大道南的停车场正在开发之中。松柏楼公司正在继续努力为将来保持良好状态。

Due to the large one time expenditure for the new property, the Board will be carefully monitoring expenses in 2014. Considering our income and asset, we are still in a good financial position. 由于买新房产开支较大, 董事会将在 2014 年仔细监控开支。考虑收入和资产使其继续保持良好的财务状况。

We would like to thank all members of the Board, committee members and volunteers for their time and valuable assistance to make Juniper Manor a success in 2013. We like to thank the Juniper staff for their professional work in operating Juniper Manor. We would also like to thank local Chinese Community Organizations and donors for their continuing support. We are proud to call Juniper Manor our home and look forward to another successful year in 2014. 我们要感谢所有董事会成员, 委员会成员和志愿者, 献出他们的宝贵时间和援助, 使松柏楼有一个成功的 2013 年。我们也感谢松柏楼员工的敬业。我们还要感谢当地华人社团组织和捐助者的继续支持。我们自豪地称松柏楼是我们的家, 并将期待另一个成功的 2014 年。

Respectfully Submitted by /慎重提交

Garry Mak and Lionel Wong

Co-Chairs, Juniper Housing Corporation

Dated, June 14<sup>th</sup>, 2014