



West Rutherford Homeowners Association
PO Box 22617 Southbrook
Edmonton, Alberta T6W 0C3
E info@westrutherford.ca
Website www.westrutherford.ca

INFORMATION

TO: West Rutherford Homeowners Association
RE: Annual General Meeting 2018

Notice is hereby given to The West Rutherford Homeowners Association of the Annual General Meeting to be held:

TIME: 6:00 P.M. – Registration
7:00 P.M. – Meeting Commencement

DATE: Thursday, March 7th, 2019

PLACE: Ellerslie Rugby Park
11004 Ellerslie Road SW, Edmonton, Alberta

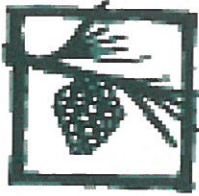
Please find enclosed herewith the following:

1. Notice of the Annual General Meeting;
2. Meeting Agenda;
3. Minutes of 2016 and 2017 Annual General Meeting;
4. Budget for year ending November 30th, 2019;
5. Audited Financial Statement as at November 30th, 2018;
6. Notice of 2019 Fees.

Yours truly,

GROUP THREE PROPERTY MANAGEMENT INC.
AGENTS FOR WEST RUTHERFORD HOMEOWNERS ASSOCIATION

Sundas Khan - Associate
Property Manager
Enclosure



West Rutherford Homeowners Association
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WEST RUTHERFORD HOMEOWNERS ASSOCIATION NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given to The West Rutherford Homeowners Association of the Annual General Meeting to be held:

TIME: 6:00 P.M. – Registration
7:00 P.M. – Meeting Commencement

DATE: Thursday, March 7th, 2019

PLACE: Ellerslie Rugby Park
11004 Ellerslie Road SW, Edmonton, Alberta

For the following purposes:

- 1) To receive general information;
- 2) To review the Financial Statements and other reports;
- 3) To elect Members of the Board;
- 4) Any other business that may come legally before the meeting can be emailed to the Property Manager.

You are encouraged to attend this meeting. In addition to the Annual General Meeting documents, please find enclosed the 2019 fee notice and budget.

All owners are reminded that their HOA fees MUST be paid in full in order to participate during the WRHOA Annual General Meeting. We encourage payments are made 24 hours prior to the meeting. For more information about your community please visit the website: www.westrutherford.ca.

Yours truly,

**GROUP THREE PROPERTY MANAGEMENT INC.
AGENTS FOR WEST RUTHERFORD HOMEOWNERS ASSOCIATION**

Sundas Khan – Associate
Property Manager

Enclosure

WEST RUTHERFORD HOMEOWNERS ASSOCIATION

AGENDA – ANNUAL GENERAL MEETING

1. Call to Order by the Chairperson;
2. Call of the roll
3. Proof of notice of meeting or waiver of proof of notice;
4. Reading and disposal of any unapproved minutes;
5. Board of Directors Report
6. Financial Report/Budget and Appointment of Auditors (if necessary);
7. Specified Items of New Business;
8. Election of Members of the Board;
9. Adjournment

West Rutherford Homeowners Association

DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF The West Rutherford Homeowners Association

Held at 7:00 pm on Thursday, March 9, 2017
At Ellerslie Rugby Park

CHAIRPERSON: Cheryl Soenen-Peters

RECORDING SECRETARY: Sundas Khan (Group Three)

Call to Order

Meeting called to order at 7:00 p.m. by Cheryl Soenen-Peters.

Establishment of Quorum

41 Owners present.

Motion made by **Anny Giguere** that quorum was met and notification was properly circulated as per the bylaws, seconded by **Elizabeth Acheson**.

CARRIED.

Proof of Notice of Meeting

Our Bylaws state that Notice of the Annual General Meeting must be provided to homeowners in advance of the meeting.

Group Three Property Management Inc. circulated notice of the Annual General Meeting to all unit holders which were mailed to all homeowners on **February 7, 2017**. If required, copy of the notice was provided upon request.

Motion made by **Vicki Anderson** that notification was properly circulated as per the bylaws, seconded by **Diana Bower**.

CARRIED.

Following comments made by Pam Williams:

-Update on the Helm lawsuit?

The lawsuit never went to court, Quinn G. met with owner of Helm and was able to retrieve all documents.

-Update on lawsuit with CondoPro?

Received only the Helm documents back from CondoPro, still require all of the CondoPro documents.

Anny G.: The current legal fees accrued are they from Helm?

No they are from CondoPro, obtaining land titles, application as a society and for the association designation.

~~Made a comment that fees began in 2010.~~

Approval of Minutes of 2014 Annual General Meeting

The minutes of the last Annual General Meeting of the WRHOA were circulated to all homeowners with tonight's Agenda.

Those in attendance have had an opportunity to review the minutes of our last AGM, Cheryl called upon any of the attendees to report any errors or omissions.

The following things needed to be amended:

-Report of President not included

-Legal action pertaining to **Helm** Change to Helm from Condo Pro

-**Quinn made comments pertaining to Helm Lawsuit and how it was settled and WRHOA were able to retrieve all documents.**

-
- questions regarding the HOA owing anything
 - bushes
 - ~~-fences belonging to Anny~~ **Anny's fence belongs to her**

Pam Williams Motioned that the minutes of the 2014 Annual General Meeting be adopted as amended, seconded by **Nick Harrington**.
CARRIED.

Report of the Board of Directors You cannot make changes to a report because this is exactly how it was written and presented. There are no changes to be made.

AGM Combined 2015 & 2016

Directors' Report

The board would like to thank everyone attending tonight's combined AGM for 2015 and 2016 for the West Rutherford Homeowners Annual General meeting.

To say that the years 2015 and 2016 have been challenging would be an understatement and I am proud of what the board has accomplished in the last 18 months under incredible stress.

We currently have 4 board members, which include Quinn Gillard, Hali Yanitski, Roland Baranowski and me - Cheryl Soenen-Peters.

The West Rutherford HOA is a private, not-for-profit association operating for the long-term benefit of its member residents that was originally put in place by the area developer to maintain our area. We are governed by a volunteer Board of Directors, elected by fellow residents at the Annual General Meeting. All of the board positions are voluntary, unpaid and require a high level of commitment and in the last couple years incredible tenacity to weather the storms that have prevailed.

Membership to the WRHOA is automatic and mandatory for owners of all properties within West Rutherford, which means there are restrictive covenants and encumbrances registered on all lot titles.

The West Rutherford HOA provides:

- 1) maintenance to the green perimeter fence around the entire area and any fencing that borders onto public walkways within the perimeter
- 2) owns and maintains the fountains within the pond, but not the pond itself, or the pond area as that is city managed property.
- 3) maintains the entry markers and landscaping around the entrances of 119th Street off Ellerslie Road, 15th and 20th Avenue entrances off 127th Street, which includes additional weeding and mowing and maintenance of electrical of the lit signage. There are 4 Signs (11901 & Ellerslie Road, T Intersection, 1017 Rutherford Road, 15 Ave & 127 St. SW, 20 Ave & 127 St. SW)
- 4) Maintains the brick retaining walls.
- 5) currently provides an annual budget of \$2K for replenishing doggie bag receptacles that developer installed originally.

We last had an AGM in October 29, 2015 and since then:

- 1) fired our previous Property Management company - sued them for the return of our information and files – currently still before the courts
- 2) as a volunteer board without a property management company maintained the area as required in 2016:
 - a. included finishing the fence painting,
 - b. repairing the fountain in the pond off of Rutherford Road between 20th and 19th Avenue,
 - c. dealing with electrical issues at front entrance/bulb replacement
 - d. replenishing doggie bags,
 - e. repairing the rustic fence bordering Rutherford Road

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- f. maintained the grounds keeping at our entranceways
 - 3) worked on WRHOA Homeowners list, which was in disarray
 - 4) after diligent research hired a new Property Management Company – Group Three effective at the end of October.

Financially, WRHOA is behind in the collection of fees because of the difficulties experienced with the previous property management, but we appear to be on the right track with Group Three and will have the situation rectified by the end of 2017.

We have not increased the HOA fees since its inception and to this day if a homeowner pays before, or on a specified date – this year August 31, 2017 the fee is reduced.

The WRHOA fiscal year runs from December 1st to November 30th. For this AGM – we have audited financials for 2015 and unaudited financials for 2016, which will be explained by Barb Surrey. Our reason for having a combined AGM is to help us as an association hit a reset button and to allow us going forward to have our AGM's as early in the year as possible.

This will permit us to have the collection of the annual fees at the beginning of the year rather than at the end of the year, which historically has been the case and an issue.

Our hope is that next year, our AGM will be as early in the year as possible to have audited 2017 statements and the deadline for collection of 2018 fees to be by the end of April, or May next year rather than the latter part of 2018. – This will be discussed by the new board – as G3 thinks that August 31st is a good date for an early incentive deadline as it is now. We need to have one date going forward for Residents.

In the upcoming year – once the weather is good – our plan is to look at the fences within the area and ensure that they meet the standard that has been set by the developer within our encumbrances, which includes, but not limited to paint color and fence style and height. We will be issuing notices to homeowners that are not complying.

Our area is currently over 10 years old and we need to ensure that our neighbors and friends within the area are maintaining the standard that was set out legally when we purchased our homes.

I would like to say that I am sincerely very pleased with the work that Group Three has accomplished for us in ensuring that we were ready for this AGM and I am excited for the upcoming year.

I encourage anyone who has thoughts, or concerns about the area, or the HOA consider joining the board. We would love to have you.

Report of Board of Directors has been accepted.

Audit/Budget Financial Report We only require names for Motions.

Report presented by **Barb Surry**

Q: Is it true that a Board member was doing the financials?

A: No, Trish was maintaining Owners list and payments, not completing financials.

Q: How will the discount amount be shown?

A: We can reconcile to show discount.

Q: Is it the full \$150.00 or the \$100.00 that is shown?

A: Group Three can indicate on their financials.

Q: Why do we have our own telephone line?

A: Just in case it does not work out with another Mgmt. company then we can cut all ties and still have our own line and filter calls ourselves.

Q: Why is the revenue lower in the budget?

A: We use the discounted revenue amount.

Q: Under winterization why is it \$6000.00?

A: We had a fountain breakdown and it cost \$6000.00 to fix that is why we carried over the amount for this year, if it happens again to the other fountain.

Q: Was the pump taken out of the fountain?

A: yes it was.

Q: Can we have the fountains removed?

A: Will be discussed under new business.

-Comments made that fountains are required, we have to maintain as per the City, fountains help maintain water and keeps the water moving.

Q: Which section of the fence was repainted?

A: Section 3.

Q: Can the discount fee be one flat fee?

A: Can be discussed under new business.

Q: Do we know the vendor completing the fence painting and were 3 quotes obtained?

A: Yes and yes 3 quotes or sometimes more are always obtained.

Q: The administration amount in the budget is incorrect, it should be \$32,900.00.

A: G3 to double check.

Q: Do we have a reserve fund?

A: Yes we do.

Q: Please go over budget line items.

A: We will be adding lights to the signs, LED so the signs can be seen. We will continue to do fence repairs and a Spring walk around to ensure all fences are the same color and are to bylaws.

Q: Is the rod iron fence part of the HOA?

A: No, that is part of the City.

Q: For the fence maintenance is there any repetition of repair?

A: No, but all fences will be investigated this Spring.

Q: My area has never been painted.

A: Please email the specifics to Group Three.

Q: Comment was made that everyone has been paying one year in advance, not behind or for current year. **There was no motion because the chair made it clear a motion would not be accepted without proper follow up.**

Q: Can we remove doggy bags?

A: Will be discussed under new business.

-Motion was made by ~~Anny G.~~ a **homeowner** to remove doggy bags, seconded by Naomi Harasyn. Carried.

Q: Insurance should have kicked in for lawsuit.

A: Board to look into this.

Motion by **Ken Zinyk** to accept the Audited Financial Statements for the year ending November 30, 2015, seconded by **Vicki Anderson**.

CARRIED.

New Business

Discussion continued on removal of fountains, no decision will be made at the AGM. Board will investigate and speak with the City and will update the HOA accordingly.

Discussion on dissolving the HOA began, **after a motion was put forward to dissolve the HOA.**

-Pam Williams discussed the HOA from the beginning and gave background information.

-Comment about not dissolving the HOA at the AGM has to be done at a special meeting.

-changing the HOA fee to a flat rate will be left at this time.

-Dissolving the HOA will result in no one taking care of the fences, signs, landscaping, electrical (lights etc.) and fountains. City will not look after it and all the following components will fall apart,

-Board will seek legal advice and hold a special meeting to further discuss dissolving the HOA.

Election of the Members of the Board

The following Owners have been elected to the Board:

-Cheryl Soenen-Peters

-Roland Baranowski

-Hali Hopkins

-Anny Giguere

-Vicki Anderson

-Chris Allen

-Joanne McDonald

Adjournment

Motion to adjourn at 8:56 pm by **Ed Keef** and seconded by **Diana Bower**.

CARRIED.

West Rutherford Homeowners Association

DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF The West Rutherford Homeowners Association

Held at 7:00 pm on Thursday, March 15, 2018
At Ellerslie Rugby Park

CHAIRPERSON: Sundas Khan

RECORDING SECRETARY: Joanne McDonnell (BOD)

Call to Order

Meeting called to order at 7:03 p.m. by Sundas Khan.

Establishment of Quorum

44 Owners present.

Proof of Notice of Meeting

Our Bylaws state that Notice of the Annual General Meeting must be provided to homeowners in advance of the meeting.

Group Three Property Management Inc. circulated notice of the Annual General Meeting to all unit holders which were mailed to all homeowners on **February 12, 2018**. If required, copy of the notice was provided upon request.

Motion made by **Hali Yanitski** that quorum was met and notification was properly circulated as per the bylaws, seconded by **Greg Tippett**.

CARRIED.

Approval of March 9, 2017 Minutes

The minutes of the last Annual General Meeting of the WRHOA were circulated to all homeowners with tonight's Agenda.

Those in attendance have had an opportunity to review the minutes of our last AGM, Sundas called upon any of the attendees to report any errors or omissions.

Anny had a list of amendments. Another Owner believed we should not approve based on one individual's comments. Therefore, the minutes of the 2016 AGM will be tabled and Anny will have to submit her list of changes.

Report of the Board of Directors

President's Report

On behalf of the board I would like to welcome everyone attending our Annual General Meeting tonight.

As most of you may already know – the West Rutherford HOA is a private, not-for-profit association operating for the long-term benefit of its members. Our HOA was originally put in place by the area developer. In 2010 the association was turned over to the community to manage. The HOA commitment remains the same: to ensure the community continues to be well maintained and if possible enhanced over time.

The HOA is governed by a volunteer Board of Directors, elected annually by fellow residents at the Annual General Meeting. All board positions are voluntary and unpaid, but each position requires a personal commitment to our area and our membership. We have capacity for 9 board members. We currently have 5 board members, which include Roland Baranowski, Vicki Andersen, Joanne McDonnell, Chris Allen and myself, Cheryl Soenen-Peters.

The HOA works collectively for the community. The HOA collects annual dues from each lot owner and these resources are used exclusively for the maintenance and enhancement of our community. Membership to the WRHOA is automatic and mandatory for owners of all properties within West Rutherford, which means there are restrictive covenants and encumbrances registered on all lot titles. Since the inception of the WRHOA the fees have not increased and if a homeowner pays before, or on a specified date the fee is reduced.

The West Rutherford HOA provides:

-
- 1) Maintenance to the green perimeter fence around the entire area and any fencing that borders onto public walkways with the perimeter
 - 2) Owns and maintains the fountains within the pond, but not the pond itself or the pond area as this is actually a storm runoff area managed by the city
 - 3) Maintains the entry markers and landscaping around the entrances of 119th Street of Ellerslie Road. 15th and 20th Avenue entrances off 127th Street, which includes additional weeding and mowing and maintenance of electrical of the lit signage. There are 2 lit signs (11901 & Ellerslie road, and the T Intersection at 1017 Rutherford Road) and two other areas unlit (15th Avenue and 127 Street SW and 20 Avenue and 127 Street SW).
 - 4) Maintains the brick retaining walls.
 - 5) Maintains the West Rutherford Website

A lot has been accomplished since our last AGM in March, 2017. As a board we have:

1. With the assistance of the management company (Group Three) we have finally achieved financial stability, one of the challenges the WRHOA presented to Group Three in 2016 was ensuring all 1800 property owners within the Association had contributed their yearly dues. This was a vast undertaking, but a necessary one as these dues are used exclusively for our community and as it is a collective effort it is essential that everyone contributes as each homeowner has legally agreed.

We would like to provide some clarity on actions that have been taken by Group Three in respect to collection of WRHOA dues. Over the past year members in arrears were reminded of their obligation and of the consequence of non- payment. Each and every homeowner was provided opportunity to resolve the outstanding debt. Only a few of the 1800 homeowners choose not to comply and as a result had a caveat placed upon their land tile. This final action was taken by Group Three at the direction of the board and as specified within the WRHOA bylaws. Bylaws are posted on the community website.

During this entire process Group Three openly communicated with all members respectfully and professionally. They made arrangements tailored to fit unique situations such as payment plans. Their efforts have had positive results in that the HOA is now in a position to move forward, and to focus on other issues.

2. Continued our commitment to maintain the community the HOA by:
 - a. Pressure washing all Rutherford signs and brick retaining walls.
 - b. Painting and repairing fences in the area.
 - c. Conducting a walk through the area to determine necessary repairs, removal of signage or other necessary improvements of the common fences.
 - d. Installing better lighting for the two lit signs located at the entrances, so that snow and vegetation will not impact their visibility.
 - e. Decorating 5 trees for the Holidays at the entrance of 119 Street and Ellerslie Road.
 - f. Redesigning the website to serve you better.
3. Responded to issues raised at the last AGM:
 - a. Consulting with our lawyer, John Frame, about what is involved in the dissolution of our HOA as there was a deferred motion as legal consultation was required. He will be presenting in greater detail on that later tonight
 - b. Investigating the removal of the fountains and confirmed that they are necessary to help maintain the health of these ponds.

As you can see from the agenda tonight we will be reviewing financial statements, talking about issues of concern as well as electing board members for the upcoming year.

I am excited for 2018 as the WRHOA is poised to do some great things with the input of our homeowners.

Report of Board of Directors has been accepted.

Audit/Budget Financial Report
Report presented by **Barb Surry**

Q: Is the contingency for Helm or Condo Pro?

A: It is for Condo Pro, Helm was dealt with 2+ years ago.

Q: What does the prepayment consist of?

A: \$3000 for Christmas lights and the remainder is Insurance because insurance is billed over two years. You have to accrue the upcoming year in the audit.

Q: Why is interest on operating account \$75 and why are bank charges high?

A: Operating account is not an interest bearing account, your Board would have to further clarify that and since the HOA is a commercial entity the bank charges are normal, they should actually be higher.

Q: Are we on track for the reserve fund?

A: You would have to ask your Board but the reserve fund is very healthy.

A: BOD- Now that we are in a good financial standing we will be discussing later in the agenda community suggestions and ideas the reserve fund money can be used towards. This is not to say every idea will be approved but it will be brought to the Board and discussed and an update will be provided to the community.

Q: Are we liquid, our current assets are roughly \$800,000.00

A: Yes the WRHOA is liquid you currently have roughly \$600,000.00 in assets the remainder is owing through the accounts receivable.

Q: Are the bank statements checked in order to complete the audit?

A: We follow the Canadian standard of audit and the bank statements are checked, the accounts receivable is vigorously checked, the minutes amongst other documents.

Q: Can we be special assessed? Let's say a flood occurs and we require \$500,000.00 to fix all the fences.

A: Yes the WRHOA can be special assessed however, we have actions in place that we would resort to first before special assessing.

Q: Are the caveat and legal fees charged back?

A: Yes they are charged back to the Homeowner.

Q: Was the lawyer consulted in regards to the legal fees for Condo Pro?

A: The legal fees for Condo Pro have already been charged and were reflected in last year's financials.

Q: Are there any bad debts?

A: Bad debts are usually Owners who have sold their unit without paying for fees however in that case the new Owner would be responsible and there are instances where the lawyer will go back and collect from previous Owner.

Motion by **Daniel Stavert** to accept the Audited Financial Statements for the year ending November 30, 2017, seconded by **Nick Harrington**.

CARRIED.

Motion by **Daniel Stavert** to appoint Barbara L. Surry to complete the financial audit for the upcoming year, seconded by **Nick Harrington**.

CARRIED.

New Business

John Frame completed a presentation on the dissolution of the HOA and how we would require a special resolution of 75% of the Homeowners to agree to dissolve. However before you could get 75% of the Homeowners to vote yes you would need to serve every person with interest on all 1800+ titles this includes Mortgage companies as well. The cost and effort would make it nearly impossible to have this completed.

Discussion on dissolving the HOA began.

Q: Under the bylaws it states 2/3 of the attendees can vote, is the 2/3 not 75% needed for the special resolution.

A: No, the special resolution is not under the bylaws it is a different legislation and requires you to notify all parties who have an interest on title and from that you would require 75%. If we are using 1800 homeowners then we would require 1350.

Comment was made that if the HOA is dissolved then there would be no one to take care of the fences, the fountains, the signs because the city would not look after these components.

Q: Could we just not set aside the HOA, (there was some legal term the Owner was attempting to use).

A: John Frame stated he could not comment on a conversation that occurred back in 2009. It was a conversation and there is nothing in the bylaws to this effect.

Q: Does the HOA look after the sidewalks?

A: The sidewalks are the Homeowners responsibility.

Please note not all comments could be captured due to debate and numerous individuals speaking all at once.

Pet Disposable Bags – Discussion on keeping or removing the bags.

Vote by show of hands, all in favor 19 and against 10 therefore the use of the pet disposable bags will continue.

Suggestion was made to use a lower brand of bags, the Board will look into this and see which type of bag we can use to reduce costs.

West Rutherford Website was recently redesigned. Are there any further suggestions as to what the community would like to see on the website?

-An area where Homeowners can log in and view their fees and what they are outstanding.

-What is the website: www.westrutherford.ca

-An owner stated they would email the 2011 and 2012 AGM minutes to be added to the website

Community suggestion – the floor was opened to any suggestions:

-Should hire someone to complete litter collection around the West Rutherford area

-additional garbage cans on walkways

We will work with the City in order to get this completed

-An Owner made the comment that when he was on the Board he had Councilor Anderson come out and walk the area to see what the City could complete so the current Board should get the City involved as much as possible.

-Why is the north pond much greener then the south pond?

If this is an issue we will look into it this year and see what can be done to resolve the issue of algae.

-What will be done with individuals who do not follow the architectural guidelines when it comes to the fences?

A walk around was completed and all who were not following the guidelines received a letter to fix their fences and to have this completed by June. Another walk around will be completed and if the fences are not brought up to code they will be fined.

Can the HOA fine?

Yes the HOA can fine.

An Owner also noted that if guidelines are not followed the HOA can complete the work and charge it back.

Another Owner asked that the guidelines be sent with the letters, it would be more helpful.

-The Christmas lights were a nice addition.

-At the North pond the trees have been removed, are there any future plans for that area?

-The Board will contact the City to determine if the trees will be replanted or what the future plan is.

Another Owner stated there is a two year plan in place by the City to have the trees replanted.

Election of the Members of the Board

The current Board would like to continue, Sundas opened the floor to any volunteers.

Leah L. has volunteered to join the Board. With there being no further volunteers/nominations the Board has been elected by acclamation.

The following Owners have been elected to the Board:

-
- Cheryl Soenen-Peters
 - Roland Baranowski
 - Vicki Anderson
 - Chris Allen
 - Joanne McDonald
 - Leah Luoma

Owner stated budget was never discussed, Sundas pointed out it was discussed by the auditor and if there were any questions.

Owner asked why fountains were budgeted for \$5000/year.

Sundas stated it is based on last year's expenses, last year roughly \$4000 was spent on winterization and repairs. Just in case there are repairs again this year we have budgeted based on last year but this does not mean we will actually spend \$5000.00.

Adjournment

Motion to adjourn at 8:30 pm by **Liz Acheson** and seconded by **Vicki Anderson**.

CARRIED.

DRAFT

2019 West Rutherford Homeowners Association
Budget Breakdown

	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	TOTAL
4020 Homeowners Association fees	235,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	235,500.00
4022 Homeowners Association fees - Discounts	(6,541.00)	(6,541.00)	(6,541.00)	(6,541.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(78,500.00)
Total Revenue	228,959.00	(6,541.00)	(6,541.00)	(6,541.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	(6,542.00)	157,000.00
5030 Bank Charges	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,800.00
5050 Administration Expenses	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	10,000.00
5020 Professional Fee/Audit/ Legal	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00
5060 Management Fees	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	31,200.00
5080 Insurance	208.33	208.33	208.33	208.33	208.33	208.33	208.33	208.33	208.33	208.33	208.33	208.33	2,500.00
Total Administration	4,791.66	4,791.66	4,791.66	4,791.66	4,791.66	4,791.66	4,791.66	4,791.66	4,791.66	4,791.66	4,791.66	4,791.66	57,499.92
5110 Power/Water/Gas	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00
5120 Intercom/Phones	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.17	29.17	350.00
Total Utilities	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.17	279.17	3,350.00
5350 General Repairs & Maintenance	858.33	858.33	858.33	858.33	858.33	858.33	858.33	858.33	858.33	858.33	858.33	858.33	10,300.00
5387 Fence Maintenance	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	20,000.00
5385 Doggy Bags	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	3,500.00
5320 Electrical	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	2,000.00
5386 Sign Maintenance	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.33	333.33	4,000.08
5340 Landscaping (shrubs, flower beds)	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	4,150.00
5390 Fountain	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	5,000.00
Total R & M Expense	3,733.34	3,733.34	3,733.34	3,733.34	3,733.34	3,733.34	3,733.34	3,733.34	3,733.34	3,733.34	3,733.34	3,733.34	48,950.08
TOTAL EXPENSES	8,804.17	8,804.17	8,804.17	8,804.17	9,634.17	9,634.17	9,634.17	9,634.17	9,634.17	9,634.17	9,634.17	8,804.25	109,800.00
7310 Reserve Contribution	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	3,933.33	47,200.00
Net Surplus/Shortfall	216,221.50	(19,278.50)	(19,278.50)	(19,278.50)	(20,109.50)	(20,109.50)	(20,109.50)	(20,109.50)	(20,109.50)	(20,109.50)	(20,109.50)	(19,279.58)	(0.00)

2019 FEE NOTICE

February 1, 2019

To West Rutherford Homeowners:

Please be advised the Board of Directors for the West Rutherford Homeowners Association has approved the 2019 Homeowners association fee as per the attached budget.

The 2019 Fee for house owners (includes duplexes, triplexes and fourplexes) is \$150.00 per year. The fee is payable annually by November 30th of the calendar year. Homeowners Fee for condominium/townhouses is \$75.00 per year, also payable annually by November 30th of the calendar year. All payments prior to **August 31st, 2019** are offered at an early incentive amount (\$100.00 for houses and \$50.00 for condominiums/townhouses). Fees received after August 31, 2019 will not receive the early incentive, no exceptions.

The West Rutherford Homeowners Association fees maintains the following items:

- The perimeter fence around the entire area and any fencing that borders onto public walkways within the perimeter.
- The fountain within the pond but not the pond or the pond area.
- The entry markers and landscaping around the entrances of 119th Street off Ellerslie Road, 15th Avenue and 25th Avenue entrances off 127th Street.

For those of you that submit cheques for your WRHOA payment, please ensure cheques are made payable to **West Rutherford Homeowners Association;**

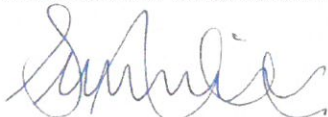
**Mail To:
West Rutherford Homeowners Association
PO Box 22617 Southbrook
Edmonton, AB. T6W 0C3**

- For those that would like to pay by credit card or e transfer please visit www.westrutherford.ca for further information.
- **For those who have an outstanding amount owing please find your statement of account enclosed.**
- For those that are currently in legal you will remain in legal until your account has been settled with Witten LLP.

Should you have any questions or concerns please do not hesitate to contact the undersigned at 780.577.1420.

Yours truly,

**GROUP THREE PROPERTY MANAGEMENT INC.
AGENTS FOR WEST RUTHERFORD HOMEOWNERS ASSOCIATION**



Sundas Khan – Associate
Property Manager