

**Keswick on the River Homeowners Association**

PO BOX 55010  
Edmonton RPO Windermere  
Alberta, T6W 5B4  
board@kotrhoa.ca

March 1, 2023

Dear Resident,

**RE: Keswick on the River Homeowners Association Fees – 2023**

As a property owner in the community of Keswick on the River, you are a member of the Keswick on the River Homeowners Association (“KOTR HOA”). The KOTR HOA is a not-for-profit organization that manages assets owned by the KOTR HOA for the benefit of Keswick on the River residents. An Encumbrance is registered on all property titles in Keswick on the River in favour of the KOTR HOA, requiring the payment of an annual fee. Membership is mandatory and applies to each and every property owner in Keswick on the River.

Annual Fees have been set at **\$350.00 plus GST = \$367.50** for the fiscal year January 1, 2023 - December 31, 2023. Annual Fees will be determined annually by the Board of Directors and will depend on the estimated annual operating budget. A summary of the 2023 operating budget is enclosed and is also posted on [www.kotrhoa.ca](http://www.kotrhoa.ca). Annual Fees go toward maintenance and management of our community.

Enclosed is your Annual Fee Notice with instructions on how to pay. **Payments are due on May 1, 2023.** Failure to pay on time **will** result in your property being sent to the HOA’s legal counsel to enforce the terms of the Encumbrance. Interest is applied to all outstanding accounts as of May 2, 2023, at a rate of prime plus 10% compounded monthly, in accordance with the terms of the Encumbrance.

**Method of payment**

1. **Cheque** - Please make your cheque payable to “Keswick on the River Homeowners Association”, include your email and the property address on the cheque, and mail to the address listed at the top of this Notice.
2. **Online** – Login details for the online payment system will be emailed to you if you provided the KOTR HOA with your email address. Please note there is a credit card fee of \$10 to use the online payment system.
3. **E-transfer** - Please make payment to *board@kotrhoa.ca* and provide your email and the property address in the note/message.

**Please provide your email and the property address upon payment to ensure that the Annual Fees are applied to the correct house and so that we can provide you with a receipt.**

**If you are a renter at this address, please forward this Notice to your landlord.**

Sincerely,

Keswick on the River Homeowners Association  
Board of Directors

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## **Budget Estimate for Fiscal Year 2023**

<b>TOTAL REVENUE/INCOME</b>	<b>\$224,850</b>
HOA Annual Fees (based on 621 houses)	\$217,350
Interest Income	\$7,500
<b>TOTAL EXPENSES</b>	<b>\$216,050</b>
Current Landscaping/Maintenance	\$145,000
Legal Fees	\$4,000
Accountant Fees (Auditors)	\$3,500
Software Fees	\$6,000
Website Development & Monthly Hosting	\$500
Insurance	\$1,500
Mailouts, Postage and Community Signs	\$2,000
Accounting Software (Annual Subscription)	\$300
Costs for Pulling Land Titles	\$1,000
Annual General Meeting Expenses	\$1,500
Bank/Transaction Fees	\$1,250
Utilities (EPCOR)	\$7,000
Ice Rink	\$15,000
Storage Fees (Rink Materials, Christmas Tree)	\$4,500
Miscellaneous	\$3,000
Architectural Upgrades (Picnic Tables, Garbage Cans)	\$20,000
<b>Reserve Fund</b>	<b>\$8,800</b>

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## **Keswick on the River Homeowners Association**

### **2023 Annual General Meeting (AGM)**

**Wednesday April 5, 2023 starting at 7:00 pm at  
the Windermere Golf & Country Club**

All homeowners interested in running for the  
2023 Keswick on the River Homeowners Association Board of Directors  
and who are in good standing, please submit your name and property address to  
*board@kotrhoa.ca* by **March 15, 2023**.

AGM agenda will be posted on [www.kotrhoa.ca](http://www.kotrhoa.ca) prior to the AGM.

Upon check-in registration, identification (name and property address)  
will be required in order to confirm all AGM attendees are members in good standing.